

**REGULAR MEETING  
THE BOARD OF EDUCATION OF  
YOUNGSTOWN CITY SCHOOL DISTRICT  
YOUNGSTOWN, OHIO**

**20 West Wood Street**

**February 14, 2012**

The Youngstown Board of Education met in regular session at the I.L. Ward Building on February 14, 2012. President Lock P. Beachum, Sr. called the meeting to order at 5:30 p.m. The meeting opened with the Pledge of Allegiance followed by a moment of silence. Roll call was taken with the following board members in attendance:

Members present:     Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum  
Members absent:     None

Board members discussed agenda items.

**EXECUTIVE SESSION**

At 5:45 p.m. Ms. Mahone moved, seconded by Mr. Murphy that board members adjourn to executive session to discuss 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. On roll call vote the results were as follows

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum  
Nays: None

Board members came out of executive session at 6:14 p.m.

The regular portion of the meeting reconvened at 6:20 p.m.

**STUDENT BOARD MEMBERS**

Members present:     Robinson, Sharp, Ward  
Members absent:     None

**APPROVAL OF AGENDA**

As the first item of business, Mr. Beachum called for a motion approving the agenda. Ms. Mahone moved that the agenda be approved as presented. It was seconded by Mr. Atkinson, and on roll call vote the results were as follows:

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum  
Nays: None

Motion carried, and the agenda was approved as presented.

## COMMUNICATIONS

There were no oral or written communications.

## CITIZEN PARTICIPATION

President Beachum called for citizen participation. Tom Anderson noted the need for a building marker at P. Ross Berry Middle School and asked that a committee be formed to address the possible cost for a marker.

Arlette Gatewood of the A. Phillip Randolph Institute congratulated the Board for deciding to take the necessary steps to rebuild The Rayen Stadium. He then presented a check from the institute in the amount of \$1,000. to the Rayen Stadium Renovation Project.

Dennis Roller introduced Erin Bishop, administrator with the Youngstown City Health Department. Ms. Bishop presented information regarding the HIV Education Program. Ms. Bishop then introduced Jackie Canatti of the Dental Sealant Program. Ms. Canatti spoke about the program noting that it is a free preventative program for 2<sup>nd</sup> and 6<sup>th</sup> grade students in city schools.

## PRESENTATION

Brenda Kimble, board member, read the following portion of Resolution No. 32-12 commending Penny Well into the record:

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Education of the Youngstown City School District hereby commends and expresses its appreciation to Penny Wells, a person who lives and practices great respect for diversity and civil rights, for her steadfast commitment, for making it her calling to enable selected high school students each year to experience a Sojourn to the Past for their enduring benefit*

## COMMITTEE REPORTS

Brenda Kimble, Certificated Personnel/Community Relations/Speakers Bureau Committee; Rachel Hanni, Legal/Legislative/Policy Committee; Michael Murphy, Business/Non-Instructional/Non-Certified Committee; Andrea Mahone, Finance/Accounting/ Investments Committee; Marcia Haire-Ellis, Curriculum/Career Tech Committee and Richard Atkinson, Extra Curricular/Sports Committee spoke to committee meeting information, noted future meeting dates and recommended passage of resolutions pertaining to their committees.

## **STUDENT BOARD MEMBERS**

Janae Ward, Chaney High School; Patricia Sharp, East High School and Leon Robinson, Jr., Youngstown Early College presented information on numerous activities at their schools.

## **BOARD PRESIDENT'S REPORT**

President Beachum commented on the following:

- Enrollment
- Finances
- Academics

## **EXECUTIVE REPORTS**

Superintendent Hathorn noted that it is his intent to move the district into continuous improvement.

Doug Hiscox, deputy superintendent of academic affairs, introduced the following new administrators: Brett Pucillo, UPLC literacy coach; Misha Stredrick, Chaney High School curriculum administrator and Chaney High School principal Diane Rollins.

## **NEW BUSINESS**

### **CONSENT AGENDA**

Ms. Mahone offered a motion to place Resolution No. 31-12 through Resolution No. 45-12 on a Consent Agenda Mr. Atkinson seconded the motion, and on roll call vote the results were as follows:

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum  
Nays: None

Motion carried.

Mr. Beachum then entertained a motion to adopt the Consent Agenda. Ms. Mahone moved adoption of the Consent Agenda, seconded by Ms. Haire-Ellis which included Resolution No. 31-12 through Resolution No. 45-12 summarized as follows:

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum  
Nays: None

Motion carried.

**The Public Schools  
Youngstown, Ohio  
Office of the Treasurer**

**RESOLUTION NO. 31-12**

**CASH FUND STATEMENT AND FIVE (5) YEAR MODEL  
DECEMBER 2011**

**WHEREAS**, in accordance with maintaining an accurate picture of all the funds of Youngstown City School District monthly cash fund statements and five (5) year model are prepared;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of Youngstown City School District hereby accepts and approves the December 2011, Cash Fund Statement and Five (5) Year Model.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

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**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 32-12**

**RESOLUTION OF COMMENDATION FOR PENNY WELLS**

**WHEREAS**, it is the privilege of the Board of Education of the Youngstown City School District to recognize individuals who through their service have contributed significantly to the education of our children, and to the strength of our community; and

**WHEREAS**, for the last five years, Penny Wells, a former history teacher in the Youngstown City School District, has diligently and effectively planned, coordinated, and executed the successful "Sojourn to the Past" experience for groups of selected high school students; and

**WHEREAS**, Sojourn to the Past is a national program in which students take a ten-day educational journey along the historic path of the Civil Rights Movement through five Southern states, also having the opportunity to meet some of the people who played major roles in the movement; and

**WHEREAS**, the positive impact of this journey for our participating students is clearly evidenced in their having become self-respecting thinkers and practitioners of forgiveness, self-discipline, non-violence, compassion and hope; and

**WHEREAS**, each year our participating students have returned home to conduct voter education and registration drives in the high schools, in addition to developing a host of activities annually for Non-Violence Week and providing the impetus for the first Non-Violence Parade in our community last October; and

**WHEREAS**, Penny Wells, quite appropriately, was among the celebrated guests at the White House last fall when the national Sojourn to the Past received the prestigious 2011 National Arts and Humanities Youth Program Award.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Youngstown City School District hereby commends and expresses its appreciation to Penny Wells, a person who lives and practices great respect for diversity and civil rights, for her

Resolution No. 32-12 continued

steadfast commitment, for making it her calling to enable selected high school students each year to experience a Sojourn to the Past for their enduring benefit.  
moved, seconded by that the foregoing resolution be adopted.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

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**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 33-12**

**RESOLUTION SEEKING WAIVER FROM COMPLIANCE  
WITH BODY MASS INDEX SCREENING PROGRAM**

**WHEREAS**, the Board of Education of the Youngstown City School District is aware of the requirements set forth in section 3313.674(A) of the Ohio Revised Code that each student enrolled in kindergarten, third grade, fifth grade and ninth grade be screened for body mass index and weight status category, prior to the first day of May of the school year; and

**WHEREAS**, the Board of Education of the Youngstown City School District is unable to comply with the requirements of section 3313.674 of the Ohio Revised Code and resolves to seek a waiver from compliance with said requirements from the Superintendent of Public Instruction for the 2012-2013 school year.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Youngstown City School District has duly authorized by the execution of this resolution an official request for a waiver for the 2012-2013 school year from compliance with the Body Mass Index Screening Program, the requirements for which are set forth as defined above by the Ohio Revised Code.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

2/14/12

**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 34-12**

**RESOLUTION TO APPROVE REVISED POLICY  
ON THE USE OF CREDIT CARDS**

**WHEREAS**, the Board of Education of the Youngstown City School District adopted a policy authorizing the use of District credit cards; and

**WHEREAS**, the Board has caused its policy to be reviewed by the Superintendent and his designees to obtain a recommendation as to updating such policy with revisions as are necessary and appropriate; and

**WHEREAS**, the Superintendent has recommended that the Board adopt the revised policy entitled "Use of Credit Cards" at Section 6423 of its Policy Manual.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Youngstown City School District hereby ratifies, approves and adopts the revised policy entitled "Use of Credit Cards," a copy of which is attached hereto and made a part hereof by this reference.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

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**USE OF CREDIT CARDS**

The Board of Education recognizes the value of an efficient method of payment and recordkeeping for certain expenses.

The Board, therefore, authorizes the use of District credit cards. **The authorization, handling and use of credit cards has been established to provide a convenient and efficient means to purchase goods and services from vendors. Credit cards, however, shall not be used in order to circumvent the general purchasing procedures established by State law and Board policy. The Board affirms that credit cards shall only be used in connection with Board-approved or school-related activities and that only those types of expenses that are for the benefit of the District and serve a valid and proper public purpose shall be paid for by credit card. However, under no circumstances shall credit cards be used for personal purchases or the purchase of alcoholic beverages regardless of whether the purchase of such beverages is made in connection with a meal.**

The Superintendent shall develop administrative guidelines that specify those employees authorized to use credit cards, the types of expenses which can be paid by credit card, and their proper supervision and use. **Inappropriate or illegal use of the credit card and/or failure to strictly comply with the limitations and requirements set forth in the administrative guidelines may result in a loss of credit card privileges, disciplinary action, up to and including termination, personal responsibility for any and all inappropriate charges, including finance charges and interest assessed in connection with the purchase, and/or possible referral to law enforcement authorities for prosecution.**

Adopted: 8/24/04

Revised:

**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 35-12**

**RESOLUTION TO APPROVE REVISED POLICY  
ON PURCHASING CARDS**

**WHEREAS**, the Board of Education of the Youngstown City School District adopted a policy authorizing the use of District purchasing cards; and

**WHEREAS**, the Board has caused its policy to be reviewed by the Superintendent and his designees to obtain a recommendation as to updating such policy with revisions as are necessary and appropriate; and

**WHEREAS**, the Superintendent has recommended that the Board adopt the revised policy entitled "Purchasing Cards" at Section 6424 of its Policy Manual.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Youngstown City School District hereby ratifies, approves and adopts the revised policy entitled "Purchasing Cards," a copy of which is attached hereto and made a part hereof by this reference.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

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**PURCHASING CARDS**

The Board of Education recognizes that bank credit cards (“purchasing cards”) offer an alternative to existing procurement processes and provide a convenient, efficient method of purchasing minor goods and services. Board employees authorized by the Treasurer may use purchasing cards only for school-related purposes in accordance with this policy and administrative guidelines to be developed by the Superintendent. Purchasing cards shall not be used to circumvent the general purchasing procedures required by Ohio law and Board policy.

All approved cardholders must agree to abide by purchasing card procedures and regulations set forth in this policy and relevant administrative guidelines. All transactions must be made by the individual to whom the card is issued.

Purchasing card banks shall be provided no individual cardholder **credit records**.

The Treasurer shall conduct independent monthly reviews of each cardholder’s activity to verify that the purchasing card is being used in accordance with this policy and administrative guidelines. Prices for commonly priced items should be periodically verified to prevent schemes of purposeful price inflation.

Cardholders must use common sense and good judgement when using school resources. This policy and related administrative guideline cannot cover every issue, exception, or contingency that may arise during the cardholder’s use of the purchasing card.

Cardholders will immediately surrender their cards upon request to the Treasurer for administrative reasons, and shall surrender their cards upon separation from employment.

The purchasing card may never be used for personal items or services, nor is the personal gain of credit card rewards such as bonus points, frequent flyer miles, or any other affinity program reward permitted under any circumstances.

Date of Adoption: 5/11/06

Revised:

**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 36-12**

**RESOLUTION TO ADOPT POLICY AND ADMINISTRATIVE GUIDELINE FOR  
TRAVEL PAYMENT AND REIMBURSEMENT**

**WHEREAS**, the Board of Education of the Youngstown City School District has determined that travel expenses incurred for official business travel on behalf of the District shall be limited to those expenses necessarily incurred by the employee in the performance of a public purpose authorized, in advance, in accordance with an administrative guideline; and

**WHEREAS**, the Superintendent has developed and recommended to this Board adoption of the attached policy and administrative guideline entitled, "Travel Payment And Reimbursement."

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education of the Youngstown City School District that the policy and administrative guideline entitled, "Travel and Reimbursement," recommended by the Superintendent, copies of which are attached hereto and incorporated herein by this reference, are hereby ratified, approved and adopted by this Board.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

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**TRAVEL PAYMENT AND REIMBURSEMENT**

**Travel expenses incurred for official business travel on behalf of the District shall be limited to those expenses necessarily incurred by the employee in the performance of a public purpose authorized, in advance, in accordance with administrative guidelines.**

**Payment and reimbursement rates for per diem, meals, lodging, and mileage shall be established by the District and approved by the Board. The District shall establish mileage rates. Employees are expected to exercise the same care incurring travel expenses that a prudent person would exercise if traveling on personal business and expending personal funds. Unauthorized costs and additional expenses incurred for personal preference or convenience will not be reimbursed.**

**Unauthorized expenses include but are not limited to alcohol, movies, fines for traffic violations, and the entertainment/meals/lodging of spouses or guests.**

**All travel shall comply with the travel procedures and rates established in the administrative guidelines.**

**Adopted:**

**TRAVEL PAYMENT AND REIMBURSEMENT**

Reimbursement for approved professional travel will be based on expenses incurred solely by the employee upon submission of a properly completed and approved professional travel reimbursement form.

The Superintendent or his designee approves all professional travel reimbursement forms.

The following are reimbursable upon submission of receipts and documentation:

- A. conference registration fees
- B. transportation - plane, train or automobile, including buses, taxis and limousines
- C. mileage at the Board approved rate of fifty-one cents (\$.51) per mile
- D. toll charges and parking
- E. lodging (In most instances reimbursement will be limited to the Conference rate, however, exceptions may be made in extenuating circumstances as determined by the Treasurer.)
- F. meals
  - 1. The maximum per-day/per-meal allowance/stipend for all travel (except for travel to the major cities) is:

Brunch/Breakfast	\$12.00
Lunch	\$17.00
Dinner	\$31.00

**OFFICE OF THE SUPERINTENDENT  
YOUNGSTOWN CITY SCHOOL DISTRICT  
ADMINISTRATIVE GUIDELINE**

**FINANCES  
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The maximum per-day/per-meal allowance/stipend for travel to major cities approved by the Superintendent or his designee is:

Brunch/Breakfast	\$14.00
Lunch	\$20.00
Dinner	\$44.00

2. Official Conference banquets will be reimbursed at actual cost.

G. phone calls for District business

Emergency and/or unanticipated trips involving Board expense(s) may be approved by the Superintendent and/or the Treasurer.

The Board will not pay personal expenses beyond the cost of the convention.

The expenses will be reimbursed within the budgetary appropriation.

Advance payments may be paid only for the following: conference registration fees, plane, train, car rental, meal stipend, and lodging. Cancellation fees will be covered if beyond the employee's control. All unused cash advance payments must be returned to the Treasurer's Office along with the receipts.

Business related mileage for the District is reimbursable under the following conditions:

- A. Requests for reimbursement are to be submitted on the Monthly Mileage Report. The report must be approved by the Department Head or Principal. Parking receipts are required for reimbursement. Incomplete reports will be returned.
- B. Mileage will be reimbursed at the Board approved rate of fifty-one cents (\$.51) per mile.
- C. Mileage will be reimbursed during the fiscal year it was incurred. Forms must be submitted to the Superintendent's Office or his designee within sixty (60) days of travel. All travel during the months of May and June must be submitted by June 30th to be reimbursed within the current fiscal year.
- D. Monthly Mileage Reports submitted after the deadlines stated above will not be reimbursed.

Adopted:

**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 37-12**

**RESOLUTION TO ADOPT POLICY  
ON ELECTRONIC MAIL**

**WHEREAS**, the Board of Education of the Youngstown City School District is committed to the effective use of electronic mail (“email”) by all District staff and Board members in the conduct of their official duties; and

**WHEREAS**, the Superintendent has developed and recommended to this Board adoption of the attached policy entitled, “Electronic Mail.”

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education of the Youngstown City School District that the policy entitled, “Electronic Mail,” recommended by the Superintendent, a copy of which is attached hereto and incorporated herein by this reference, is hereby ratified, approved and adopted by this Board.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

2/14/12

### ELECTRONIC MAIL

The Board of Education is committed to the effective use of electronic mail (“e-mail”) by all District staff and Board members in the conduct of their official duties. This policy, as well as any guidelines developed pursuant to it, are not meant to limit or discourage the use of e-mail for conducting the official business of the District, but rather, this policy and any corresponding guidelines are intended to establish a framework for the proper use of e-mail as an official business tool.

When available, the District’s e-mail system must be used by employees for any official District e-mail communications. Personal e-mail accounts on providers other than the District’s e-mail system may be blocked at any time due to concerns for network security, SPAM, or virus protection. Furthermore, District staff are expected to exercise reasonable judgment and prudence and take appropriate precautions to prevent viruses from entering the District’s network when opening or forwarding any e-mails or attachments to e-mails that originate from unknown sources.

District staff may join list servs or other e-mail services (e.g. RSS feeds) that pertain to their responsibilities in the District, provided these list servs or other e-mail services do not exceed the staff member’s e-mail storage allotment. Staff members are required to keep their inbox and folders organized by regularly reviewing e-mail messages, appropriately saving e-mails that constitute a public record or student record and e-mails that are subject to a Litigation Hold, and purging all other e-mails that are not needed. The e-mail service provider is authorized to block e-mail from list servs or e-mail services if the e-mails received by the staff member(s) regularly exceed ten (10) megabytes.

#### Public Records

The District complies with all Federal and State laws pertaining to electronic mail. Accordingly, e-mails written by or sent to District staff and Board members may be public records if their content concerns District business, or education records if their content includes personally identifiable information about a student. E-mails that are public records are subject to retention and disclosure, upon request, in accordance with Policy 8310 – Public Records. E-mails that are student records should be maintained pursuant to Policy 8330 – Student Records. Finally e-mails may constitute electronically stored information (“ESI”) that may be subject to a Litigation Hold pursuant to Policy 8315 – Information Management.

State and Federal law exempt certain documents and information within documents from disclosure, no matter what their form. Therefore, certain e-mails may be exempt from disclosure or it may be necessary to redact certain content in the e-mails before the e-mails are released pursuant to a public records request, the request of a parent of eligible student to review education records, or a duly served discovery request involving ESI.

E-mails written by or sent to District staff and Board members by means of their private e-mail account may be public records if the content of the e-mails concerns District business, or education records if their content includes personally identifiable information about a student. Consequently, staff shall comply with a District request to produce copies of e-mail in their possession that are either public records or education records, or that constitute ESI that is subject to a Litigation Hold, even if such records reside on a computer owned by an individual staff member, or are accessed through an e-mail account not controlled by the District.

### **Retention**

Pursuant to State and Federal law, e-mails that are public records or education records, and e-mails that are subject to a Litigation Hold shall be retained.

E-mail retention is the responsibility of the individual e-mail user. E-mails sent or received using the District's e-mail service may only be retained for six (6) weeks on the server at the e-mail service providing location. This retention is for disaster recovery and may provide for future retrieval. The District does not maintain a central or distributed e-mail archive of e-mail sent and/or received.

Staff members are required to forward copies of any e-mails received in their personal e-mail account(s) not affiliated with the District server to their District e-mail account so that these work related e-mails are also archived for future retrieval, if necessary.

### **Unauthorized E-mail**

The Board does not authorize the use of its proprietary computers and computer network ("network") to accept, transmit, or distribute unsolicited bulk e-mail sent through the Internet to network e-mail accounts. In addition, Internet e-mail sent, or caused to be sent, to or through the network that makes use of or contains invalid or forged headers, invalid or non-existent domain names, or other means of deceptive addressing will be deemed to be counterfeit. Any attempt to send or cause

such counterfeit e-mail to be sent to or through the network is unauthorized. Similarly, e-mail that is relayed from any third party's e-mail servers without the permission of that third party, or which employs similar techniques to hide or obscure the source of the e-mail, is also an unauthorized use of the network. The Board does not authorize the harvesting or collection of network e-mail addresses for the purposes of sending unsolicited e-mail. The Board reserves the right to take all legal and technical steps available to prevent unsolicited bulk e-mail or other unauthorized e-mail from entering, utilizing, or remaining within the network. Nothing in this policy is intended to grant any right to transmit or send e-mail to, or through the network. The Board's failure to enforce this policy in every instance in which it might have application does not amount to a waiver of its rights.

Unauthorized use of the network in connection with the transmission of unsolicited bulk e-mail, including the transmission of counterfeit e-mail, may result in civil and criminal penalties against the sender and/or possible disciplinary action.

#### **Authorized Use and Training**

Pursuant to Policy 7540.04, staff and Board members using the District's e-mail system shall acknowledge their review of, and intent to comply with, the District's policy on acceptable use and safety by signing and submitting Form 7540.04F1.

**Adopted:**

**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 38-12**

**RESOLUTION TO ADOPT POLICY  
ON NETWORK ACCESS FROM PERSONALLY-OWNED  
COMPUTERS AND/OR OTHER WEB-ENABLED DEVICES**

**WHEREAS**, the Board of Education of the Youngstown City School District desires to establish rules and regulations regarding network access from personally-owned computers and/or other web-enabled devices; and

**WHEREAS**, the Superintendent has developed and recommended to this Board adoption of the attached policy entitled, "Network Access From Personally-Owned Computers And/Or Other Web-Enabled Devices."

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education of the Youngstown City School District that the policy entitled, "Network Access From Personally-Owned Computers And/Or Other Web-Enabled Devices," recommended by the Superintendent, a copy of which is attached hereto and incorporated herein by this reference, is hereby ratified, approved and adopted by this Board.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

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**NETWORK ACCESS FROM PERSONALLY-OWNED COMPUTERS  
AND/OR OTHER WEB-ENABLED DEVICES**

**Board members, district employees, students, as well as contractors, vendors, agents of the District may use their personal computers or web-enabled devices of any type to access the District's server and internal network while they are on-site at any District facility, provided the computers and web-enabled devices meet the established standards for equipment used to access said server and network, and the individual granted access complies, without exception, with the established standards for appropriate use of the District's server and network.**

**Connecting to the District's server and network shall be in accordance with standards established by the District. Access to the standards for connecting to the District's server and network using a personal computer or web-enabled device of any sort shall be provided upon request for all to whom this policy applies.**

**Establishment, and subsequent enforcement, of the standards is intended to minimize the District's potential exposure to damages, including, but not limited to, the loss of sensitive District data, illegal access to confidential data, damage to the District's intellectual property, damage to the District's public image, and damage to the District's critical internal systems, from unauthorized use.**

**Any Board member, employee, student, contractor, vendor, agent of the District who violates the established standards, who violates the District's Acceptable Use policy, or who accesses the server and network without authorization may be subject to disciplinary action, up to and including expulsion, if a student, termination of employment if a District employee, denial of access if a Board member, or cancellation of the contract with the District if a contractor, vendor or agent. Further, the Board member, employee, student, contractor, vendor, agent of the District who violates the established standards or who violates the District's Acceptable Use policy may be denied access to the District's server and network in the future.**

**Issued and Approved:**

**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 39-12**

**RESOLUTION TO ADOPT POLICY ON UTILIZATION OF THE DISTRICT'S  
WEBSITE AND REMOTE ACCESS TO THE DISTRICT'S NETWORK**

**WHEREAS**, the Board of Education of the Youngstown City School District encourages employees, parents, students, and community members to check the District's website regularly for changes and additions to resources; and

**WHEREAS**, the Superintendent has developed and recommended to this Board adoption of the attached policy entitled, "Utilization of the District's Website and Remote Access to the District's Network."

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education of the Youngstown City School District that the policy entitled, "Utilization Of The District's Website And Remote Access To The District's Network," recommended by the Superintendent, a copy of which is attached hereto and incorporated herein by this reference, is hereby ratified, approved and adopted by this Board.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

2/14/12

**UTILIZATION OF THE DISTRICT'S WEBSITE AND REMOTE ACCESS  
TO THE DISTRICT'S NETWORK**

The Board encourages employees, parents, students, and community members to check the District's website regularly for changes and additions to resources. Some resources may require a user name and password, or a login procedure due to the personally identifiable nature of the information provided through that resource (e.g., the grade book program and e-mail system).

Board members, district employees, students, as well as contractors, vendors, and agents of the District, are permitted to use their personally-owned or District-owned computers or workstations and/or web-enabled devices of any type to remotely (i.e. away from District property and facilities) access the District's server and thereby connect to the District's Network. This policy is limited to remote access connections that are used to do work on behalf of or for the benefit of the District, including, but not limited to, reading or sending e-mail and reviewing District-provided intranet web resources and completing assigned coursework.

Each individual granted remote access privileges pursuant to this policy must adhere to the following standards and regulations:

- A. his/her device computer/device must have, at the minimum current anti-virus software for remote access and connection
- B. the individual may only access the Network using his/her assigned user name and password

The individual must not allow other persons, including family members, to use his/her user name and password to login into the Network. The user may not go beyond his/her authorized access.

- C. use of the Network is contingent upon the individual abiding by the terms and conditions of the District's Network and Internet Acceptable Use and Safety policy and guidelines

Users may be required to sign the applicable agreement form (Form 7540.03 F1 or Form 7540.04 F1) prior to being permitted to use remote access.

**Additional standards and regulations for remotely accessing and connecting to the District network shall be developed and published in AG 7543 - Standards and Regulations for Remote Access and Connection.**

**Any user who violates this policy may be denied remote access and connection privileges.**

**Any employee who violates this policy may be disciplined, up to and including termination; any contractor, vendor, or agent who violates this policy may have his/her contract with the District terminated; and any student who violates this policy may be disciplined up to and including suspension or expulsion.**

**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 40-12**

**RESOLUTION REQUESTING APPROVAL OF CONTRACT WITH  
*ms consultants, inc.*  
FOR PROFESSIONAL DESIGN FEES  
for  
THE RAYEN STADIUM RENOVATION PROJECT**

**WHEREAS**, the Board of Education of the Youngstown City School District previously authorized the execution of an agreement for professional design services with *ms consultants, inc.* for the renovation of The Rayen Stadium; and

**WHEREAS**, a contract has been negotiated with *ms consultants, inc.*, for architectural services to be provided in three phases; and

**WHEREAS**, the contract amount will be \$196,915.00 if all three phases are performed at one time; and

**WHEREAS**, the contract amount will increase by \$31,600.00, if the architectural services are performed in three separate phases.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education of the Youngstown City School District, Mahoning County, Ohio, does hereby approve the contract with *ms consultants, inc.* for The Rayen Stadium Renovation Project in the amount of \$196,915.00 for all three phases and an additional amount of \$31,600.00, if performed in three separate phases.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

2/14/12

**DEPARTMENT OF CURRICULUM & INSTRUCTION**

**The Public Schools  
Youngstown, Ohio  
Office of the Deputy Superintendent of Academic Affairs**

**RESOLUTION NO. 41-12**

**APPROVAL OF LITERACY COLLABORATIVE AS THE YOUNGSTOWN CITY  
SCHOOLS' LANGUAGE ARTS CURRICULUM FOR GRADES K – 6**

**WHEREAS**, the Board of Education of the Youngstown City Schools is committed to the improvement of teaching and learning through comprehensive literacy education; and

**WHEREAS**, the Board of Education wishes to support the effectiveness of learning using a research based literacy initiative that improves reading, writing and language skills of students in grades K – 6. Instruction will move from demonstration and explicit teaching to guided practice and then to independent problem solving; and

**WHEREAS**, the Board of Education supports the Literacy Collaborative Framework that was developed at The Ohio State University. Literacy Collaborative includes research based practices that develop collaborative learning communities within our schools and professional development as our teachers continually implement research based approaches in their own classrooms. OSU will also provide on-site professional development and training for the teachers in our schools.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Youngstown City School district does approve the implementation of Literacy Collaborative in grades K – 6 to begin January, 2012.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

2/14/12

**The Public Schools  
Youngstown, Ohio  
Office of the Deputy Superintendent**

**RESOLUTION NO. 42-12**

**RESOLUTION APPROVING COURSE SELECTIONS FOR THE FALL OF 2012**

**WHEREAS**, the Board of Education of the Youngstown City Schools is committed to the improvement of teaching and learning through new High School course options that will be available for each student in the Fall of 2012; and

**WHEREAS**, the Board of Education wishes to support student choice by offering the following new courses:

Aquaponics (Grades 9 – 12)	1- 4 Credits	Choffin
Welding (Grades 11 – 12)	3 Credits	Choffin
Introduction to Business (Grade 10)	1 Credit	East
Introduction to Skilled Trades (Grade 10)	1 Credit	East
Introduction to Education (Grade 10)	1 Credit	East
Introduction to Law (Grade 10)	1 Credit	East
Criminal Justice (Grades 11 – 12)	3 Credits	East
Introduction to Health Occupations (Grade 10)	1 Credit	East/Chaney
Introduction to Information Technology (Grade 10)	1 Credit	Chaney STEM
Introduction to Arts and Communication (Grade 10)	1 Credit	Chaney/VPA

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Youngstown City Schools approves these course selections for students beginning in the Fall of 2012.

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

2/14/12

**DEPARTMENT OF HUMAN RESOURCES**

**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 43-12**

**CERTIFICATED PERSONNEL  
APPOINTMENTS OF SUBSTITUTE TEACHERS**

**RESOLVED**, based upon the recommendation of the Assistant Superintendent of Human Resources, the following appointments of substitute teachers are being recommended for the 2011-12 school year:

**APPOINTMENTS**

Substitute Teachers (Fund 001) – To be used on an “as needed basis” as follows:

- \$7 0.00 a day or from day 1 to day 10 if in the same position
- \$ 75.00 a day from day 11 to day 60 if in the same position
- \$157.64 a day from day 61 to day 184 if in the same position

Jason Ray  
Dennis Simmoms

David Vagas

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum  
Nays: None

Motion carried.

2/14/12

**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 44-12**

**CERTIFICATED PERSONNEL  
APPOINTMENTS, LEAVES OF ABSENCE AND RETIREMENTS**

**RESOLVED**, based upon the recommendation of the Assistant Superintendent of Human Resources, the following appointments, leaves of absence and retirements are being accepted for the 2011-12 school year:

**APPOINTMENTS**

Limited Contract Teacher Fund 001

Brett A. Pucillo – Secondary – BA – Step 2 – \$32,785.00-\$12,828.96 prorated – Effective 02/14/12

School Improvement Content Interventionist for Differentiated Instruction Fund 537 – Chaney Campus – \$15.50 per hour for Non-YEA members, not to exceed 25 hours per week:

Monica Beasley-Martin	Donald Mraovich
Benjamin Dooley	Penelope Wells
Margo Martinez	

After School Intervention Program Fund 572-912A – M.L. King Elementary School – \$22.35 per hour for YEA members, not to exceed 6 hours per week:

Sylvia Busby	Denise Gorman
Ellen Cassata	Linda Panda
Kelsie Dorr	William Spurio
Joan Fahey	

Bridge Formula Model (Parity) Fund 001 – P. Ross Berry Academy – \$22.35 per hour for YEA members, \$15.50 per hour for Non-YEA members, not to exceed 25 hours per week:

Tina Banks	Joselyn Parker
Carmelann Maszczak	Randall Perkins

Resolution No. 44-12 continued

Bridge Formula Model (Parity) Fund 001 – Rayen Early College – \$15.50 per hour for Non-YEA members, not to exceed 25 hours per week:

Ciera Urichich

After School Alliance Program Fund 599 – Rayen Early College – \$10.00 per hour (purchased services) for Non-YEA members, not to exceed 20 hours per week:

Bryan Clark – Math Tutor

Home Instruction Services Fund 001 – Pupil Personnel – \$22.35 per hour for YEA members, not to exceed 5 hours per week per student assigned:

Cheryl Vanatsky

**LEAVES OF ABSENCE**

James R. Cassidy	Ext. Medical	Eff. 02/01/12 thru 06/04/12
Debbie D. Kamer	Ext. Medical	Eff. 02/02/12 thru 02/26/12
David R. Sargent	Ext. Medical	Eff. 02/01/12 thru 02/29/12
Patricia A. Scalzo	Ext. Family Medical	Eff. 02/01/12 thru 03/23/12

***For the record:*** Jennifer N. Griffith is returning to work on February 6, 2012 from her Leave of Absence

**RETIREMENTS**

Robert S. Amatore	Retirement	Eff. 03/01/12
William A. Johnson	Retirement	Eff. 08/01/12
Dorothy L. McCullough	Retirement	Eff. 06/05/12

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

2/14/12

**The Public Schools  
Youngstown, Ohio  
Office of the Superintendent**

**RESOLUTION NO. 45-12**

**CLASSIFIED PERSONNEL  
APPOINTMENTS, RESIGNATIONS AND RETIREMENTS**

**RESOLVED**, based upon the recommendation of the Assistant Superintendent of Human Resources, the following appointments, resignations and retirements are being accepted for the 2011-12 school year:

**APPOINTMENTS**

Substitute Custodial Helper (Fund 001) – \$7.70 per hour; to be used on an “as needed” basis; not to exceed 35 hours per week:

Samantha Swinson

Monitorial Aide (Fund 006) – \$7.30 per hour, to be used on an “as needed” basis; not to exceed 20 hours per week:

Danielle Villanueva

Substitute Educational Assistant (Fund 001) – \$7.48 per hour; to be used on an “as needed” basis; not to exceed 35 hours per week:

Lavertta Cooks

Substitute Bus Driver (Fund 001) – \$11.00 per hour, not to exceed 25 hours per week:

Clifford Wright

Cook Helper (Fund 006) – \$7.40 per hour, not to exceed 25 hours per week:

Davida Ellis

Tonya Hearn

Supplemental Contract (Fund 001)

East High School

James Davis

Assistant Basketball Coach

\$3,726.38

Resolution No. 45-12 continued

Ronald Johnson	Assistant Basketball Coach	\$3,726.38
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Bus Aide (Fund 001) – \$12.89 per hour, not to exceed 20 hours per week:

Aniesha Leonard

**RESIGNATIONS**

Parent Liaison

Takisha Simmons	Personal Reasons	Eff. 01/01/12
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Security Guard

James Rowley	Personal Reasons	Eff. 01/24/12
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**RETIREMENTS**

Secretary

Marjorie McGarry	Retirement	Eff. 01/31/12
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Educational Assistants

Sandra Ruark	Retirement	Eff. 06/04/12
Vernay Carrie Owens	Retirement	Eff. 06/04/12

Ms. Mahone moved, seconded by Ms. Haire-Ellis that the foregoing resolution be adopted.

Ayes: Haire-Ellis, Hanni, Kimble, Mahone, Murphy, Atkinson, Beachum

Nays: None

Motion carried.

2/14/12

## **ADJOURNMENT**

There being no further business requiring board action at this time, Ms. Mahone moved that the meeting adjourn. Mr. Atkinson seconded the motion, and upon voice vote all board members voted yes. Mr. Beachum announced the meeting adjourned at 7:05 p.m.

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President

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Treasurer