

# BRIEF CASE

## THE OHIO SCHOOL BOARDS ASSOCIATION

Serving the public school leadership team



### NW Ohio school board member is 2015 OSBA president-elect nominee

The OSBA Nominating Committee selected **Eric Germann, Lincolnview Local (Van Wert)** and **Vantage Career Center**, as OSBA's 2015 president-elect nominee. If elected by the Delegate Assembly at its annual Capital Conference meeting on Nov. 10, Germann will become OSBA's president in 2016, following his term as president-elect. The president-elect's duties include serving on OSBA's Board of Trustees and Executive Committee, and chairing the Legislative Platform Committee and Federal Relations Network. Current President-elect **Ed Penrod, Logan-Hocking Local (Hocking)** and **Tri-County Career Center**, will become OSBA president on Jan. 1, 2015.

### State alerts school districts about scam involving bogus invoices

The Ohio attorney general's office is warning districts about phony invoices for books they never ordered. Districts report receiving invoices from Scholastic School Supply, which the attorney general said is not associated with the Scholastic Corp. The address on the invoices is 1350 E. Flamingo Road in Las Vegas. Report potential scams to the attorney general at (800) 282-0515 or [www.ohioattorneygeneral.gov](http://www.ohioattorneygeneral.gov).

### See your Stand Up for Public Schools videos posted on OSBA website

As part of its Stand Up for Public Schools campaign, OSBA is encouraging board members, administrators, students, parents, educators and community members to record 30-second videos about the value of local public schools. OSBA will stream the videos on the campaign website, [www.standupforOHpublicschools.org](http://www.standupforOHpublicschools.org), and on its YouTube channel, [www.youtube.com/OSBAvideos](http://www.youtube.com/OSBAvideos). For details, visit <http://links.ohioschoolboards.org/17276>. OSBA launched the campaign earlier this year in coordination with the National School Boards Association to promote the importance of public education and locally elected school boards.

### Network with peers in your area at conference Region Resource Center

The Region Resource Center, a popular gathering place at the OSBA Capital Conference, offers information on regional services and events. Regional managers, officers and committee members will be on hand to answer questions and help you enter raffles for a chance to win prizes for your district. The conference runs Nov. 9-12 in Columbus. For details, visit <http://conference.ohioschoolboards.org>.

### OSBA's 1979 president dies at 86

**Clair R. Geiger**, who served as 1979 OSBA president, died July 23 in San Antonio. He was 86. Geiger served for a number of years on the **Wauseon EV** Board of Education in Fulton County and was OSBA Northwest Region president in 1976.

**Sept. 22, 2014**  
Volume 45 Issue 18

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#### Route workshop information to:

- ☐ Administrators
- ☐ Assistant treasurers
- ☐ Communication directors
- ☐ Transportation supervisors

## State agency offering free webinars on ethics law

The Ohio Ethics Commission is presenting free monthly webinars to provide convenient access to information concerning the Ohio Ethics Law and how it applies to public officials. The one-hour webinars are designed for all public officials. For those new to the Ohio Ethics Law, the overview webinars will be especially useful. For return learners, a more in-depth discussion of specific provisions of the law will be helpful. Visit <http://ethics.ohio.gov/education/webinars.shtml> to register.

## Federal fact sheet discusses services for immigrant kids

A new U.S. Department of Education fact sheet provides information on the responsibilities of states and school districts to serve immigrant children. This resource was created in response

to inquiries about educational services for children from Central America who recently have crossed the U.S.-Mexico border. It includes resources to help educate all immigrant students, including recent arrivals. It is posted at <http://links.ohioschoolboards.org/94434>.

## Ohio school district leader saves child from drowning

**Jackson Center Local (Shelby)** Superintendent **William Reichert** recently helped save a young girl from drowning while he was at a water park with his children.

A local newspaper reported he was at Wapakoneta WaterPark when he observed a 4-year-old girl sinking under water and turning blue in the face. Reichert immediately rushed to the girl and pulled her out of the water.

"I started chest compressions right away," he said, noting that after a few breaths "water just poured out of her mouth."

Reichert, other bystanders and emergency responders helped revive the girl. Reichert, who is CPR certified, said it was the first time he had to use his training in an emergency.

Source: *Sidney Daily News*

## OSFC extends School Security Grant program deadline

The Ohio School Facilities Commission (OSFC) has extended the deadline for districts to submit documentation for reimbursement for work done under the School Security Grant program to March 15. The program reimburses districts for building security upgrades, including emergency communication systems.

## OSBA online

● [www.ohioschoolboards.org](http://www.ohioschoolboards.org)

The OSBA *VendorBook*, a directory you can use all year to find goods and services for your schools, is now posted online. *VendorBook* can connect you to nearly all the goods and services your schools need to increase student achievement and maximize resources. It also offers information on most of the Capital Conference Trade Show exhibitors. To learn more, log on at <http://links.ohioschoolboards.org/74313>.



## Briefcase

Ohio School Boards Association  
8050 North High Street, Suite 100  
Columbus, OH 43235-6481  
(614) 540-4000 — (800) 589-OSBA  
fax: (614) 540-4100 ● [www.ohioschoolboards.org](http://www.ohioschoolboards.org)

OSBA President: **Susie Lawson**, Tri-County ESC and Wayne County Schools Career Center

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Assistant editor: **Bryan Bullock**, communication coordinator

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OSBA leads the way to educational excellence by serving Ohio's public school board members and the diverse districts they represent through superior service, unwavering advocacy and creative solutions.



# BULLETIN BOARD

compiled by Melanie Price, administrative assistant of communication services

## OSBA executive searches

### Superintendent

District	Deadline	Contact
① Elyria City	Oct. 31	OSBA Search Services, (614) 540-4000

### Treasurer

District	Deadline	Contact
① River Valley Local (Marion)	Oct. 3	OSBA Search Services, (614) 540-4000



① = Superintendent  
② = Treasurer

## Other searches

Position	District	Deadline	Contact
Superintendent	Lakewood Local (Licking)	Oct. 10	Dr. Nelson McCray, superintendent, Licking County ESC, (740) 349-6089
Superintendent	Ohio Hi-Point Career Center	Oct. 15	<a href="http://www.ohp.k12.oh.us">www.ohp.k12.oh.us</a>

## Board changes

Nelsonville-York City appointed **Dave Kline** to the board effective Sept. 4. He replaced **Timothy L. Maiden**, who resigned. ●●● New Albany-Plain Local (Franklin) Board of Education member **Natalie Matt** announced her resignation effective Aug. 25. ●●● New Richmond EV appointed **Timothy G. DuFau** to the board effective immediately. He replaced **Dave Hawkins**, who passed away in July.

## Administrative changes

### Superintendents

Beachwood City hired Assistant Superintendent **Robert Hardis** as superintendent effective Aug. 1, 2015. He will replace Dr. **Richard Markwardt**, who is retiring. ●●● Lynchburg-Clay Local (Highland) Superintendent Dr. **Shane Shope** announced his resignation effective Jan. 2. He has taken a professor position at Morehead State University in Kentucky. ●●● Manchester Local (Summit) hired Dr. **James Robinson** as superintendent effective Sept. 1. He replaced **Samuel Reynolds**, who retired. Robinson previously was the district's dean of students.

### Editor's note

Job postings must be received six weeks before the application deadline to ensure timely publication.  
Thank you for your cooperation.

### Treasurers

Madison-Plains Local (Madison) hired **Todd Mustain** as treasurer effective Oct. 1. He will replace **Tim Dettwiler**, who took the district's superintendent position. Mustain currently is the assistant treasurer at **Washington Court House City**. ●●● West Geauga Local (Gauga) hired **Karen Penler** as treasurer effective Sept. 16. She replaced Interim Treasurer **Shawwna Jones**. Penler previously was an interim dean at Notre Dame College in South Euclid.

*Continued on page 4*

# Managing a School Crisis in the National Spotlight

**Friday, Oct. 3, 9 a.m. to 3 p.m. • Cost \$150**

OSBA office, 8050 N. High St., Columbus, (614) 540-4000

In today's world of "gotcha" journalism, with cameras capable of sending pictures to the news media in minutes and reputational challenges amplified by social media, "managing the media" and "controlling the message" are necessary skill sets for school leaders. This interactive workshop will help you assess whether you and your district are ready to handle a school crisis that turns into a national news story.

Don't miss this chance to take part in a day filled with role-playing exercises facilitated by experienced school and crisis communication professionals.

The cost is \$150, which includes registration, materials, lunch and light refreshments. Register online at [www.ohioschoolboards.org/workshops](http://www.ohioschoolboards.org/workshops) or contact **Laurie Miller**, OSBA senior events manager, at (614) 540-4000, (800) 589-OSBA or [Lmiller@ohioschoolboards.org](mailto:Lmiller@ohioschoolboards.org).



## Agenda

**8:30 a.m. Registration opens**

**11 a.m.**

### Minimizing media mishaps during a crisis

A veteran communications pro explains why the media often get it wrong, what you can do to ensure that doesn't happen and how to minimize the damage when it does.

*Bruce M. Hennes, managing partner, Hennes Paynter Communications*

**9 a.m. Introductions/welcome**  
*Crystal Davis, deputy director of communication services, OSBA; president-elect, Ohio School Public Relations Association (OHSPRA)*

### 9:15 a.m. Setting the stage for effective crisis management

Get tips on how your district can better partner with local law enforcement and emergency responders to prepare for a crisis. Learn the most effective way to set up a media staging area during a crisis.

*Dr. Richard J. Caster, senior school board services consultant, OSBA*

**Noon**

**Lunch (provided)**

**1 p.m.**

### Crafting a communications response while the world watches

Learn how to craft a communications response to a national news story previously handled by a school district communications coordinator, who will reveal how the story played out in real life.

*Erika Daggett, communications coordinator, Forest Hills Local (Hamilton)*

**3 p.m.**

**Adjourn**



# 2014 Treasurers' Clinics

## Choose the date and location that best fits your schedule:

Friday, Sept. 26	Embassy Suites, Columbus
Tuesday, Sept. 30	Hilton Garden Inn, Perrysburg
Thursday, Oct. 2	Hilton Garden Inn Dayton South, Miamisburg
Friday, Oct. 3	Kent State University at Tuscarawas, New Philadelphia
Tuesday, Oct. 7	Ohio University Inn and Conference Center, Athens

Plan now to attend the 2014 OSBA Treasurers' Clinics to be held around the state. These clinics provide the most current information on school district fiscal issues. Treasurers, business managers, board members, administrators and treasurer's office personnel are encouraged to attend.

## Agenda

<b>8 a.m.</b>	<b>Registration and continental breakfast</b>	<b>11 a.m.</b>	<b>Average daily membership (ADM) reporting changes for fiscal year 2015</b> <i>Ohio Department of Education (ODE) Office of Budget and School Funding; or ODE area coordinator</i>
<b>8:25 a.m.</b>	<b>Welcome and announcements</b> <i>Van D. Keating, director of management services, OSBA; Ohio Association of School Business Officials (OASBO) region director; and OSBA region president</i>	<b>12:15 p.m.</b>	<b>Lunch and legislative update</b> <i>Damon Asbury, director of legislative services; Jay Smith, deputy director of legislative services; and Jennifer Hogue, lobbyist, OSBA; and Barbara Shaner, associate executive director, OASBO</i>
<b>8:30 a.m.</b>	<b>Five-year financial forecast update</b> <i>Dan Romano, senior vice president and managing director, Forecast5 Analytics Inc.</i>	<b>1 p.m.</b>	<b>Hiring treasurers</b> <i>Consultants from OSBA and OASBO</i>
<b>9:40 a.m.</b>	<b>Break</b>	<b>2:10 p.m.</b>	<b>Break</b>
<b>9:50 a.m.</b>	<b>Straight A Fund grants update</b> <i>Representatives from the auditor of state's office</i>	<b>2:20 p.m.</b>	<b>New fiscal and current state software</b> <i>Representatives from the Management Council of the OECN and OASBO</i>
		<b>3:30 p.m.</b>	<b>Adjournment</b>

Registration and continental breakfast begin at 8 a.m.; the clinic runs from 8:25 a.m. to 3:30 p.m. The fee is \$150, which includes registration, continental breakfast, lunch and materials. Register online at [www.ohioschoolboards.org/workshops](http://www.ohioschoolboards.org/workshops) or contact **Laurie Miller**, senior events manager, at (614) 540-4000, (800) 589-OSBA or [Lmiller@ohioschoolboards.org](mailto:Lmiller@ohioschoolboards.org).

# School Law for Treasurers Workshop



**Friday, Oct. 17**  
**Embassy Suites, Columbus**  
**Cost: \$150**

Join OSBA for the annual School Law for Treasurers Workshop. Tailored exclusively for treasurers, this workshop will give you the tools you need to stay current.

Treasurers, assistant treasurers, business managers, board members and administrative teams are encouraged to attend.

**8:30 a.m. Registration and continental breakfast (provided)**

**8:50 a.m. Welcome**

**9 a.m. Legislative update**

Join association lobbyists for a guided tour through recent legislation and hear a forecast of the legislative landscape for the upcoming year.

*Jennifer Hogue, lobbyist, OSBA; and Barbara Shaner, associate executive director, Ohio Association of School Business Officials*

**9:45 a.m. To bid or not to bid: competitive bidding for schools**

Using recent litigation as examples, get a refresher and update of competitive bidding laws in Ohio that specifically highlight unique school district issues.

*Sylvia L. Gillis, Esq., Bricker & Eckler LLP, Columbus*

**10:30 a.m. Break**

**10:45 a.m. Understanding and managing vendor contracts**

Explore key contract components and the financial impacts for your district. Discover how to review vendor contracts effectively and manage contract approval and monitoring processes.

*Michael L. Sharb, Esq., Squires Patton Boggs (US) LLP, Cleveland*

**11:30 a.m. Lunch (provided)**

**12:30 p.m. Substitutes, seasonals and supplemental contracts ... oh my!**

These contracts can cause confusion for even a seasoned human resources professional. Hear practical tips for handling these contracts, from hiring to firing and everything in between.

*Giselle S. Spencer, Esq., and Megan B. Zidian, Esq., Britton, Smith, Peters & Kalail Co. LPA, Cleveland*

**1:30 p.m. Social media mysteries**

Are district tweets public records? May a board terminate an employee for a Facebook post? May you remove comments from the district's Facebook page? Find out during this fast-paced session.

*Megan D. Maurer, Esq., Pepple & Waggoner Ltd., Cleveland*

**2:15 p.m. Break**

**2:30 p.m. Levy lessons learned**

Improper use of district resources and facilities during a levy campaign can (and has) caused legal and financial woes for districts. Learn what the law prohibits.

*Gary T. Stedronsky, Esq., Ennis, Roberts & Fischer Co. LPA, Cincinnati*

**3:30 p.m. Adjourn**

Unauthorized audio recording or videotaping of any session is strictly prohibited.

The workshop will be conducted at the Embassy Suites, 2700 Corporate Exchange Drive, Columbus. The phone number is (614) 890-8600.

Register online at [www.ohioschoolboards.org/workshops](http://www.ohioschoolboards.org/workshops) or contact **Laurie Miller**, senior events manager, at (614) 540-4000, (800) 589-OSBA or [Lmiller@ohioschoolboards.org](mailto:Lmiller@ohioschoolboards.org).





# SHOW YOUR APPRECIATION



*Recognize accomplishments with an OSBA customized plaque or award*

When words are not enough, a personalized gift might be the answer. OSBA's customized plaques and awards add more meaning to your expression of thanks or welcome aboard. These classy, elegant items appropriately express your appreciation to those who serve the cause of quality public education, and are an excellent way to welcome new members and staff.

Available in a variety of styles and sizes, these popular plaques and awards arrive ready for presentation.



**A. Horizontal plaque — \$75**  
8" x 6" walnut plaque with etched plate.  
Plate size: 6.5" x 4.5"



**B. NEW: Mahogany box — \$65**  
8" x 6" x 2" mahogany box with full-color tile plate.  
Plate size: 6" x 4"



**C. Gavel and block — \$50**  
10" gavel and 4.25" walnut block with inscribed plate.  
Plate size: 4.5" x .875"



**D. Round-top desk clock — \$65**  
4.75" x 7.5" walnut base with 3" diameter battery-operated clock with inscribed plate.  
Plate size: 3.5" x 2.25"



**E. Rectangle rosewood desk clock — \$70**  
5.75" x 6.75" brass base with 2.625" diameter battery-operated clock with inscribed plate. Plate size: 3.75" x 1.5"



**F. State of Ohio plaque — \$50**  
7" x 9" mahogany plaque with inscribed gold metal plate.  
Plate size: 4.5" x 5"





**G. Color desk nameplate — \$45**  
10.5" x 3" walnut wedge with personalized etched plate.  
Plate size: 10" x 1.75"



**H. Desk nameplate — \$65**  
10.5" x 3" walnut wedge with personalized etched plate.  
Plate size: 10" x 1.75"



**I. Apple plaque — \$55**  
7" x 9" x 2" walnut plaque with three-dimensional red wooden apple and inscribed plate.  
Plate size: 4" x 3"



**J. Triangle jade crystal plaque on rosewood base — \$60**  
9" tall etched glass plaque on rosewood base. Base: 9" x 4"



**K. Round beveled-edge jade crystal plaque — \$50**  
5" tall etched glass plaque with glass base. Base: 4" x 2.5"



**L. Curved glass plaque — \$45**  
4.5" tall bevel-etched glass plaque with a glass base.  
Base: 6" x 2"

Order now from OSBA's variety of high-quality styles and designs. Place your order by faxing the form on the back of this brochure to (614) 540-3299 or visit [www.ohioschoolboards.org/store](http://www.ohioschoolboards.org/store) and place your order online. Please allow two to four weeks for delivery of customized awards. For quick orders, try OSBA's State of Ohio plaque, which will arrive in 10 days or less.

Items B, C, D, E, J, K and L can be customized with your school district's logo for a one-time setup fee of \$35.

# Order form (duplicate form as needed)

Item	Deep or reverse etched*	Quantity	Price each	Total
A. Horizontal plaque	<input type="checkbox"/> deep etched <input type="checkbox"/> reverse etched	_____	\$75	_____
B. Mahogany box	full-color plate tile	_____	\$65	_____
C. Gavel and block	inscribed only	_____	\$50	_____
D. Round-top desk clock	inscribed only	_____	\$65	_____
E. Rectangle desk clock	inscribed only	_____	\$70	_____
F. State of Ohio plaque	inscribed only	_____	\$50	_____
G. Color desk nameplate	inscribed only	_____	\$45	_____
H. Desk nameplate	<input type="checkbox"/> deep etched <input type="checkbox"/> reverse etched	_____	\$65	_____
I. Apple plaque	inscribed only	_____	\$55	_____
J. Triangle crystal plaque	inscribed only	_____	\$60	_____
K. Round crystal plaque	inscribed only	_____	\$50	_____
L. Curved glass plaque	inscribed only	_____	\$45	_____

☐ Check here if you want items B, C, D, E, J, K or L customized with your district's logo (\$35 one-time fee) \_\_\_\_\_

\* deep etched means the letters will stand out while reverse etched means letters will be cut into plate.

Individuals and businesses must add 7.5% on orders. No tax will be imposed if ordered through a school district using a district check, credit card or purchase order. Rush charge: orders with a 48 hour turnaround will be charged a \$15 fee. (Note: Items A and H cannot be rush orders. Please allow four to five weeks for delivery on these items.)

Subtotal \_\_\_\_\_  
 Sales tax (7.5%) \_\_\_\_\_  
 Rush charge (\$15) \_\_\_\_\_  
 Total \_\_\_\_\_

## Please check one:

- ☐ Payment enclosed (sales tax applies to orders paid by personal check, personal credit card, money order or non-sales tax exempt organizations) Make check payable to: Ohio School Boards Association
- ☐ Purchase order # \_\_\_\_\_

## Credit card information:

☐ MasterCard ☐ Visa ☐ Discover

Account #: \_\_\_\_\_ expires (Mo./Yr.): \_\_\_\_\_  
 Signature: \_\_\_\_\_ CVV code \_\_\_\_\_

3- or 4-digit code on back of card

## Personalize as follows (type or print):

1. School district \_\_\_\_\_ Year(s) of service \_\_\_\_\_  
 Name of recipient \_\_\_\_\_  
 Recipient's title (desk nameplate only) \_\_\_\_\_
2. School district \_\_\_\_\_ Year(s) of service \_\_\_\_\_  
 Name of recipient \_\_\_\_\_  
 Recipient's title (desk nameplate only) \_\_\_\_\_

## Ship awards to:

Name \_\_\_\_\_ Title \_\_\_\_\_  
 District name \_\_\_\_\_ County \_\_\_\_\_  
 Street address \_\_\_\_\_ Phone \_\_\_\_\_  
 City/state/ZIP \_\_\_\_\_ ☐ home ☐ business address

☐ Please check if you need by a certain date. Need by when? \_\_\_\_\_

Mail this form to: Ohio School Boards Association, 8050 N. High St., Ste. 100, Columbus OH 43235-6481 or fax form and PO to (614) 540-3299. Please allow two to four weeks for delivery, except for item F, which can be delivered in 10 days or less.



# 2014 OSBA Intensive Legal Workshop

Wednesday, Oct. 22 • 9 a.m.-3:15 p.m.

OSBA office, 8050 N. High St., Columbus

Cost: \$150

**8:30 a.m. Registration and continental breakfast (provided)**

**9 a.m. The ins and outs of Ohio's Sunshine Law and schools**

Explore the most frequently asked questions on the Sunshine Law related to school districts, including the latest case law.

*Mark Troutman, Esq., Isaac Wiles  
Burkholder & Teetor LLC, Columbus*

**10 a.m. Human resources 2.0**

Get an overview of some of the most litigated areas of human resources, including staff discipline, reductions in force and leaves of absence.

*Christine Cossler, Esq., Walter Haverfield  
LLP, Cleveland*

**11 a.m. Let's talk about policies**

When the law changes, your district policies need to be updated. Find out what updates need to be made to your district's policy manual now.

*Kenna S. Haycox, policy consultant, OSBA*

**11:30 a.m. Lunch (provided)**

**12:30 p.m. The road to nonrenewals – making sure your district is on the right path**

School districts must follow statutory procedures prior to nonrenewing an administrator or teacher. Get a step-by-step synopsis of the process of nonrenewing a contract and the legal issues that may arise.

*Susan Hastings, Esq., Squire Patton Boggs  
(US) LLP, Cleveland*

**1:30 p.m. Break**

**1:45 p.m. School districts and the legal challenges associated with intellectual property**

Learn about intellectual property, copyright infringement and applying for a trademark or fair use when reproducing portions of books and videos.

*Nicholas Gingo, Esq., Renner, Otto, Boisselle  
& Sklar LLP, Cleveland*

**2:30 p.m. When things are recorded – surveillance cameras and schools**

A look at using surveillance cameras and videos in school buildings. Review the basics of who can view a copy of a surveillance video, where surveillance cameras may be placed and other legal considerations.

*Sara C. Clark, senior deputy director of legal  
services, OSBA*

Unauthorized audio recording or videotaping of any session is strictly prohibited.

**3:15 p.m. Adjourn**

Register online at [www.ohioschoolboards.org/workshops](http://www.ohioschoolboards.org/workshops) or contact **Laurie Miller**, senior events manager, at (614) 540-4000, (800) 589-OSBA or [Lmiller@ohioschoolboards.org](mailto:Lmiller@ohioschoolboards.org).





# WORKSHOP REGISTRATION

## Treasurers' Clinic

- ☐ Sept. 26, Columbus, \$150
- ☐ Sept. 30, Perrysburg, \$150
- ☐ Oct. 2, Miamisburg, \$150
- ☐ Oct. 3, New Philadelphia, \$150
- ☐ Oct. 7, Athens, \$150

## Managing a School Crisis in the National Spotlight

- ☐ Oct. 3, Columbus, \$150

## School Law for Treasurers

- ☐ Oct. 17, Columbus, \$150

## Intensive Legal Workshop

- ☐ Oct. 22, Columbus, \$150

## OSBA MTA program

- ☐ Oct. 15, Columbus, \$90
- ☐ Oct. 21, Columbus, \$90
- ☐ Nov. 19, Columbus, \$90
- ☐ Nov. 25, Columbus, \$90
- ☐ Feb. 4, Columbus, \$90
- ☐ Feb. 10, Columbus, \$90
- ☐ April 1, Columbus, \$90
- ☐ April 7, Columbus, \$90
- ☐ May 6, Columbus, \$90
- ☐ May 12, Columbus, \$90

## OSBA Workshop Registration Form

Workshop name \_\_\_\_\_ Workshop date \_\_\_\_\_  
 Attendee name \_\_\_\_\_ Title \_\_\_\_\_  
 Daytime phone \_\_\_\_\_ Email \_\_\_\_\_  
 District/firm \_\_\_\_\_ County \_\_\_\_\_

Enclosed is a check for \$ \_\_\_\_\_ or P.O.# \_\_\_\_\_ to cover \_\_\_\_\_ registration(s). Make checks payable to OSBA and mail to 8050 N. High St., Suite 100, Columbus, OH 43235-6481, fax to (614) 540-4100 or email **Laurie Miller**, senior events manager, at [Lmiller@ohioschoolboards.org](mailto:Lmiller@ohioschoolboards.org). Include a purchase order number with fax or email.



\_\_\_\_\_ Please check here if you require special accommodations. Contact us or attach a written description of needs.

**Please photocopy this form for each person**

## OSBA workshop registration procedures

OSBA sends email confirmation of registration if an email address is provided. Registration is open to all boards and staff of OSBA members. "Walk-in" registrations are welcome on a space-available basis only. Please call OSBA to check the status of registration before you arrive at the workshop. To register, you must have a purchase order number or a check payable to OSBA and a completed registration form. You may register with a purchase order number by phone, fax, email or Web page 24 hours a day.

### Award of Achievement/LPDC

Most workshops entitle members to Award of Achievement credits. Local Professional Development Committee certificates of attendance will be issued to all workshop attendees.

You may register on our website at [www.ohioschoolboards.org/workshops](http://www.ohioschoolboards.org/workshops). You will need a username and password.



Mail

OSBA  
8050 N. High St.,  
Suite 100, Columbus, OH  
43235-6481



Phone  
or fax

OSBA Registration Hotline,  
(614) 540-4000, ext. 300;  
toll free (800) 589-OSBA,  
ext. 300; or fax us at  
(614) 540-4100.



PHONE

Email registrations can be sent to Laurie Miller at [Lmiller@ohioschoolboards.org](mailto:Lmiller@ohioschoolboards.org). Please include a purchase order number.

### Cancellation and refund policy

- Cancellations received by OSBA at least five workdays before the date of the workshop will receive a full refund or no charge to the district.
- Cancellations received less than five workdays before the date of the workshop will be charged half of the registration fee.
- No-shows and cancellations the day of the workshop will be charged the full registration amount.

*Bulletin Board, continued from page 3*

## Sympathies

Former **Boardman Local (Mahoning)** Treasurer **Erma Randall Hartley** died Aug. 30. She was 93. ●●● Former **Clearview Local (Lorain)** Treasurer **Robert R. Gracie** died Aug. 23. He was 72. ●●● Former **Columbiana EV** Board of Education member **Robert Paul McMurray** died Aug. 24. He was 81. ●●● **Frederick D. Cleary**, superintendent of the former **Fairhaven** and **Farmington** school districts in Trumbull County, died Sept. 3. He was 80. ●●● Former **Indian Lake Local (Logan)** Board of Education member **Nevin Russell Smith** died Sept. 1. He was 83. ●●● Former **Kent City** Board of Education member **Caroline Arnold** died Aug. 19. She was 83. ●●● Former **Monroeville Local (Huron)** and **New London Local (Huron)** Superintendent **Carol Girton** died Sept. 7. She was 66. ●●● Former **Newton Falls EV** Board of Education member **Rudolph "Rudy" Phillips** died Sept. 1. He was 91. ●●● Former **Northmont City** Board of Education member **Dorothy S. Doria** died Aug. 30. She was 86. ●●● Former **Oregon City** Board of Education member **George F. Ackerman** died Aug. 23. He was 83. ●●● Former **Springboro Community City** Board of Education member **Craig Colston** died Aug. 23. He was 54.

## OSBA MASTER OF TRANSPORTATION ADMINISTRATION (MTA) PROGRAM

This series of workshops will help those involved in student transportation better understand and perform day-to-day operations.

These half-day workshops — each offered from 10 a.m. to 2 p.m. — will include a working lunch and time for questions. Each class is scheduled twice; participants may sign up for either session. All workshops will be at the OSBA office, 8050 N. High St., Columbus, 43235. Visit [www.ohioschoolboards.org/transportation-training-programs](http://www.ohioschoolboards.org/transportation-training-programs) to read workshop descriptions and learn about the MTA certification program.

The cost is \$90 per workshop. Register online at [www.ohioschoolboards.org/workshops](http://www.ohioschoolboards.org/workshops). You also can purchase a subscription plan for all the workshops in this series. For any questions related to the program, contact **Diana Paulins**, OSBA senior administrative assistant of policy services, at (614) 540-4000, (800) 589-OSBA or [mta@ohioschoolboards.org](mailto:mta@ohioschoolboards.org).



### Personnel management — Oct. 15 or Oct. 21

Discussion will include working with contracts, discipline, grievances, arbitration, negotiations and practice. We also will review driver qualifications and how to manage issues, evaluations and monitoring driver license records.

### The transportation handbook — Nov. 19 or Nov. 25

Guidelines and procedures are essential and can be a manager's best friend. Discuss the handbook development process as well as what to include in the handbook and how to keep it current.

### Public relations and working with the media — Feb. 4 or Feb. 10

Experience a "live interview" process to learn how to develop

talking points and stay on target in an interview. Also learn how to build proactive media relationships.

### Routing and technology — April 1 or April 7

Look at proven strategies for determining how many buses you need and routing styles. This session also discusses technologies to help with routing and the costs and benefits of that technology.

### Buy that bus and put the plan together — May 6 or May 12

Review the bus purchase process and how to determine when it is time to buy or lease. We also will look at how to put the operational plan together.



## FUNDING OPPORTUNITIES

compiled by Angela Penquite, assistant editor

### Recognizing teachers

Farmers Insurance wants to thank K-12 teachers all across the country and address their everyday classroom needs. The Thank a Million Teachers initiative provides grants to be used to purchase school supplies through **AdoptAClassroom.org** or be applied toward a professional certification.

**Maximum awards:** \$2,500

**Eligibility:** U.S. K-12 teachers

**Deadline:** Oct. 31

**Contact:** <http://links.ohioschoolboards.org/70466>

### Community spirit awards

The Prudential Spirit of Community Awards honor young people who have demonstrated exemplary voluntary service to their communities.

**Maximum awards:** \$5,000

**Eligibility:** fifth- through 12th-grade students who have conducted a volunteer service activity within the past year

**Deadline:** Nov. 4

**Contact:** <http://spirit.prudential.com/view/page/soc>

### Funds to support school wellness programs

Fuel Up to Play 60 offers funding to help schools increase awareness of and access to nutrient-rich foods and physical activity opportunities for students. The grants can be used for a variety of activities and tools, such as food service materials and equipment, education materials, staff development and overall Fuel Up to Play 60 program implementation.

**Maximum awards:** \$4,000

*Continued on page 6*

## Learn how you can save time and money with BoardDocs



BoardDocs is the exclusive eGovernance partner of OSBA. Join OSBA for the free informational webinar demonstrations on the dates and times listed below. The webinars will showcase BoardDocs' cloud-based solutions and demonstrate why it is the eGovernance leader, not only in Ohio, but across the nation. Participants will learn how to save money, time and be more effective with BoardDocs.

Want to learn more? Join OSBA and BoardDocs for these informative webinars. It's quick and easy to register — just choose the date and time you wish to view the webinars.

**Information for current users: BoardDocs policy management**

Wednesday, Sept. 24, 2 p.m.–3 p.m.

<https://www1.gotomeeting.com/register/326030592>

**Information for districts considering paperless board meetings**

Thursday, Oct. 23, 10 a.m.–11 a.m.

<https://www1.gotomeeting.com/register/643613520>

Once registered, you will receive an email confirming your registration with the information you need to view the webinar. For questions about these webinars, contact **Laurie Miller**, OSBA senior events manager, at (800) 589-OSBA, (614) 540-4000 or [Lmiller@ohioschoolboards.org](mailto:Lmiller@ohioschoolboards.org). For more information about BoardDocs, visit [www.boarddocs.com](http://www.boarddocs.com).





## PUBLIC SCHOOLS WORK!

compiled by Bryan Bullock, assistant editor

### Lakota Local teams up with area medical center for internships

**Lakota Local (Butler)** recently partnered with an area medical center to provide students real-world, hands-on learning experiences.

The Lakota Local Board of Education voted to approve a new partnership agreement with Atrium Medical Center in Middletown. The agreement allows students, starting this fall, to participate in cocurricular internships at the medical center in two tracks: the biomedical

industry or hospital business operations.

"This is a valuable opportunity for our staff to interact with some of the best and brightest in the district, while living our mission to help build healthy communities," **Christie Gray**, Atrium Medical Center administrative director of nursing operations, told a local newspaper.

Twenty-four Lakota juniors and seniors will participate in medical center internships starting in

October. Students will rotate through six hospital departments during their internships. Each rotation will be led by professional staff members from that department and last four hours.

Lakota already has several other partnership agreements in place for internships. School district officials say the internships help students learn valuable skills, understand local businesses and experience possible career fields.

Source: *Journal-News*

*Funding opportunities, continued from page 5*

**Eligibility:** K-12 schools that are enrolled in the Fuel Up to Play 60 program and participating in the National School Lunch program  
**Deadline:** Nov. 5

**Contact:** <http://links.ohioschoolboards.org/68555>

#### Recognizing elementary language arts teachers

The International Reading Association's (IRA) Regie Routman Teacher Recognition Award honors an outstanding elementary reading and language arts teacher who is dedicated to improving teaching and learning through reflective writing about his or her instructional process.

**Maximum awards:** \$2,500

**Eligibility:** K-6 classroom reading and language arts teachers in a school in which at least 60% of the students are eligible for free or reduced lunch; must be IRA members

**Deadline:** Nov. 15

**Contact:** <http://links.ohioschoolboards.org/72278>

#### Promoting aerospace education

The Educator Grant program, sponsored by the Air Force Association, promotes aerospace education activities in classrooms and encourages development of innovative aerospace activities within the prescribed curriculum.

**Maximum awards:** \$250

**Eligibility:** K-12 teachers

**Deadline:** Nov. 19

**Contact:** [www.afa.org/informationfor/teachers/EducatorGrants](http://www.afa.org/informationfor/teachers/EducatorGrants)

#### OSBA can help facilitate your labor agreements

OSBA has:

- highly trained negotiators,
- a wealth of auxiliary services,
- consultants who work with the board's interest in mind.

Please call Van D. Keating, OSBA director of management services, at (614) 540-4000 or (800) 589-OSBA for more information.

## September 2014

- 24 BoardDocs webinar: Information for current users: BoardDocs policy management
- 24 Central Region Fall Conference..... Columbus
- 25 Southeast Region Fall Conference..... Albany
- 26 Treasurers' Clinic ..... Columbus
- 30 Treasurers' Clinic ..... Perrysburg

## October 2014

- 1 Northeast Region Fall Conference..... Wadsworth
- 1 Last day for board to adopt annual appropriation measure — RC 5705.38(B).
- 2 Treasurers' Clinic ..... Miamisburg
- 3 Treasurers' Clinic ..... New Philadelphia
- 3 Managing a School Crisis in the National Spotlight ..... Columbus
- 6 Last day for voter registration for November election — RC 3503.01, 3503.19(A) (30 days prior to the election).
- 7 Treasurers' Clinic ..... Athens
- 9 Southwest Region Fall Conference..... Lebanon
- 13 SE Regional Legislative Breakfast ..... Cambridge
- 14 NE Regional Legislative Breakfast ..... Brecksville

- 15 OSBA MTA Program: Personnel management..... Columbus
- 15 Last day for certification of licensed employees to State Board of Education — RC 3317.061.
- 16 Northwest Region Fall Conference..... Van Wert
- 17 School Law for Treasurers Workshop ..... Columbus
- 21 NW Regional Legislative Breakfast ..... Lima
- 21 OSBA MTA Program: Personnel management..... Columbus
- 22 Intensive Legal Workshop ..... Columbus
- 23 NE Regional Legislative Breakfast ..... Warren
- 23 BoardDocs webinar: Information for districts considering paperless board meetings
- 27 Last day to submit certification for February income tax levy to Ohio Department of Taxation — RC 5748.02(A) (100 days prior to the election).
- 31 Last day to submit February emergency or current operating expenses levy to county auditor for February election — RC 5705.194, 5705.195, 5705.213 (95 days prior to the election); end of first ADM reporting period— RC 3317.03(A).

## November 2014

- 1 Last day for classroom teachers to develop online classroom lessons ("blizzard bags") in order to make up hours for which it was necessary to close schools — RC 3313.482.
- 4 General Election Day — RC 3501.01 (first Tuesday after the first Monday).
- 5 Last day for school district to file resolution of necessity, resolution to proceed and auditor's certification for bond levy with board of elections for February election — RC 133.18(D); last day for county auditor to certify school district bond levy terms for February election — RC 133.18(C); last day to submit continuing replacement, permanent improvement or operating levy for February election to board of elections — RC 5705.192, 5705.21, 5705.25; last day to certify resolution for school district income tax levy for February election to board of elections — RC 5748.02(C); last day to submit emergency levy for February election to board of elections — RC 5705.195; last day to submit phased-in levy or current operating expenses levy for February election to board of elections — RC 5705.251(A) (90 days prior to the election).
- 9-12 OSBA Capital Conference and Trade Show ..... Columbus
- 9 Northwest Region Executive Committee meeting..... Columbus