

**INDIAN HILL EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES**

**Regular Meeting of August 21, 2012**

A regular meeting of the Indian Hill Exempted Village School District was held on Tuesday, August 21, 2012, at 6:00 p.m., in the Indian Hill School District Administrative offices, 6855 Drake Road, Cincinnati, Ohio 45243 in accordance with notices sent to each member. Roll call showed the following members as present:

Mrs. Johnston  
Mr. Sharp

Mrs. Lewis

Mr. Lutz

Mr. Grafe was not present.

Also present were Dr. Miles, Mrs. Toth, Mark Ault, Bruce Petrie, Richard LaJeunesse, Tracy Quattrone, Antonio Shelton, Josh Kauffman, Melissa Stewart, Jim Nichols, Naomi Horchak-Morris, Pat Bartholomew, Steve Seeger, Lori Klinedinst, Marci Blachman, Art Boehm, and Forrest Sellers.

**EXECUTIVE SESSION (081201)** Mr. Sharp moved, seconded by Mr. Lutz, to go into Executive Session at 6:00 p.m. to discuss a legal matter pending court action and a personnel matter. Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**RECESS (081202)** Mr. Sharp moved, seconded by Mr. Lutz, to recess the regular meeting of the Indian Hill Board of Education at 7:25 p.m. Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

The Board reconvened its regular meeting at 7:30 p.m. in the Indian Hill High School Multi-purpose Room.

**PLEDGE OF ALLEGIANCE** – Dr. Miles led those in attendance in the recitation of the Pledge of Allegiance.

**ADOPTION OF REGULAR MEETING AGENDA (081203)** Mr. Sharp moved, seconded by Mrs. Lewis, to adopt the agenda of the regular business meeting of the Indian Hill Board of Education, as amended, to include employment recommendations for Carrie Ji, supplemental contracts, employment resignation from Sandy Newton, and tuition reimbursements. All members present voted aye. Motion carried.

**CORRESPONDENCE AND ANNOUNCEMENTS** – Mrs. Johnston, Board President, introduced Dr. Mark Miles, Superintendent of Indian Hill Schools. Dr. Miles has served as a teacher, Middle School Principal, and most recently as Deputy Superintendent in Park Hill School District in Kansas City.

**SUPERINTENDENT'S REPORTS** – Dr. Miles expressed his sincere appreciation for the nice welcome he and his family have received. He has been impressed with the friendship, hard work and exemplary performance of those he has met.

Dr. Miles commented on preparations for the start of the 2012-2013 school year, including various orientations, schedule pick-ups, sports practices, band camps, and building inspections. Many ambitious projects were undertaken this summer; the facilities are in good shape for the coming year. Special recognition was made of the efforts of Ken Stegman and his Facilities team for the extraordinary efforts this summer to complete the many capital projects along with their regular duties of preparing our schools for another year. Dr. Miles indicated that the District is fully staffed for the coming school year.

The Indian Hill High School Guidance Department held its third annual Application Boot Camp in which participation increased to about 100 participants.

The State's Report Card for the 2011-12 academic year has been delayed. The AP Results, however, are strong with an 87.8% passage rate.

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**FIRST READING: POLICY REVISION, J-5, ADMISSION OF HOMELESS STUDENTS** – The Board had a first reading of the revised Policy J-5, Admission of Homeless Students. A second reading and Board approval is anticipated in September 2012.

**ACCEPTANCE OF DONATIONS (081204)** Mr. Sharp moved, seconded by Mrs. Lewis, to accept the following donations:

- (1) Indian Hill Public Schools Foundation - \$20,060 for (50) Notebooks for BYOT-High School
- (2) Boosters
  - a) IHHS Premieres Workshop clinicians - \$400
  - b) HS Chieftain Newspaper - \$500
  - c) Latin Contest Chaperones - \$1,080
  - d) HS Spring Concert - \$1,385
  - e) HS Literary Magazine - \$1,341
  - f) MS Play Equipment - \$336

Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**APPROVAL OF OVERNIGHT FIELD TRIPS (081205)** Mr. Sharp moved, seconded by Mrs. Lewis, to approve the following Overnight Field Trips, as presented:

- (1) HS Class of 2013: Senior Trip, Chicago, IL, November 18-20, 2012

Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**PERSONNEL ACTIONS (081206)** Mr. Sharp moved, seconded by Mrs. Lewis, to approve the following personnel matters as recommended by the Superintendent:

**A. Employment Contracts – beginning 2012-13 year**

<b>Employee Name</b>	<b>Bldg/Assignment</b>	<b>% Contract</b>	<b>2012-13 Salary</b>
Engelbert, Julie	PS/Grade 1	100	\$58,322
Garland, Casie	HS/Health	66	\$39,075
Lewis, Jennifer	ES/Grade 5	100	\$67,294
Lux, Lauren	ES/Grade 5	100	\$67,294
Pansing, Rachel	MS/Intervention	100	\$44,863
Smallwood, Elizabeth	PS/Kindergarten	71	\$42,856
Ball, Julie	HS/Instructional Aide	4.5 hrs/day	\$13.87/hr
Darnell, Nicholas	TRN/Bus Driver	4.5 hrs/day	\$21.71/hr
Sidor, Thaddeus	TRN/Bus Driver	4.5 hrs/day	\$19.21/hr
Goble, Jean	DST/Custodian	8 hrs/day	\$14.60/hr
Ji, Yanping (Carrie)	HS/Chinese Mandarin	14	\$6,409

**B. Approval of Contract Adjustments – 2012-13 year**

<b>Employee Name</b>	<b>Bldg/Assignment</b>	<b>% Contract</b>	<b>2012-13 Salary</b>
Shepherd, Lisa	MS/Health	100	\$53,835
Speno, Sue	PS/Kindergarten	100	\$86,381

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**PERSONNEL ACTIONS (081206) - continued**

C. Reductions in Force – 2012-13 year

Employee Last Name	Employee First Name	Assignment	% Contract RIF'd	Effective Date
Goble	Jean	Custodian	100	September 30, 2012

D. Approval of Supplemental/Personal Service Contracts – 2012-13 year

EMPLOYEE	CONT	BLD	CONTRACT POSITION/DUTY	RATE	AMOUNT
Janssen, Mary	PSC	DST	Extd School Year Services, August 2012-up to 10 hrs	\$20/hr	\$200.00
Prugh, James	SUPP	DST	Program Leader, Math, 6-12		\$750.00
Wells, Jeffrey	SUPP	DST	Program Leader, Math, K-5		\$750.00
Fennell, Beverly	SUPP	DST	Program Leader, Science, 7-12		\$750.00
Silvius, Wendy	SUPP	DST	Program Leader, Social Studies, 6-12		\$750.00
Henning, Betsy	SUPP	DST	Program Leader, Social Studies, K-5		\$750.00
Gentile-Henning, Betsy	SUPP	ES	I-Team, Social Studies		\$2,700.00
Adkins, Cynthia	SUPP	ES	Mentor (J Lewis)	4%	\$1,466.00
Lesseur, Katherine	SUPP	ES	Mentor (L Lux)	4%	\$1,466.00
Jackson, Donita	SUPP	HS	Bridges Transition Program, Aug 2012	\$120/day	\$60.00
Fontaine, Mandy	SUPP	HS	Bridges Transition Program, Aug 2012	\$120/day	\$60.00
Hughes, Ellen	SUPP	HS	Bridges Transition Program, Aug 2012	\$120/day	\$60.00
Arcuri, Anthony	SUPP	HS	Bridges Transition Program, up to 1.5 days, Aug 2012	\$120/day	\$180.00
Jackson, Donita	SUPP	HS	Extended Service, not to exceed 11 days	per diem	\$5,002.80
Arcuri, Anthony	SUPP	HS	Freshmen Team Member		\$800.00
Bloomstrom, Gretchen	SUPP	HS	Guidance Boot Camp - Seniors - August 2012	\$120/day	\$100.00
Millard, Thomas	SUPP	HS	Guidance Boot Camp - Seniors - August 2012	\$120/day	\$100.00
Snow, Tracy	SUPP	HS	Guidance Boot Camp - Seniors - August 2012	\$120/day	\$60.00
Rotsching, Christopher	SUPP	HS	Marching Band Assistant Director	Group C*	\$2,214.00
Langhorst, Abby	PSC	HS	Marching Band Camp, Sectional Leader - August 2012		\$1,200.00
Adams, Rick	PSC	HS	Marching Band Camp, Sectional Leader - August 2012		\$1,900.00
DeMoss, Angela	PSC	HS	Marching Band Camp, Sectional Leader - August 2012		\$1,500.00
Dine, Larry *	PSC	HS	Marching Band Camp, Sectional Leader - August 2012		\$800.00
Elkin, Jacob *	PSC	HS	Marching Band Camp, Sectional Leader - August 2012		\$800.00
Faust, Annie	PSC	HS	Marching Band Camp, Sectional Leader - August 2012		\$1,200.00
Neuenschwander, Jess*	PSC	HS	Marching Band Camp, Sectional Leader - August 2012		\$1,200.00
Barker, Don	SUPP	HS	Marching Band Director	Group A	\$5,770.00
Barker, Don	SUPP	HS	Marching Band Drill Design		\$1,500.00
Adams, Rick	PSC	HS	Marching Band Instructor, Fall 2012		\$1,700.00
DeMoss, Angela	PSC	HS	Marching Band Instructor, Fall 2012		\$1,700.00
Faust, Annie	PSC	HS	Marching Band Instructor, Fall 2012		\$1,400.00
Sferra, Ashley	PSC	HS	Marching Band Instructor, Fall 2012		\$1,400.00
Hughes, Ellen	SUPP	HS	Mentor (C Garland)	4%	\$1,466.00
Lewis, Kari	SUPP	HS	Mentor (E Keith)	3%	\$1,099.00
Prugh, James	SUPP	HS	Mentor (N Eigher)	4%	\$1,466.00
Koehne, Laura	SUPP	HS	Mentor (S Vincent)	4%	\$1,466.00
Barker, Don	SUPP	HS	Pep Band Director	Group D	\$1,442.00
Said, Phil	SUPP	HS	Mentor (B Lind)	4%	\$1,466.00
Dunlap, Kenneth	SUPP	MS	Mentor (A Sopko)	4%	\$1,466.00
Roark, Toni	SUPP	MS	Mentor (J Ryan)	4%	\$1,466.00

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Bader, Katie	SUPP	MS	Mentor (R Pansing) - 1/2	2.5%	<b>\$916.00</b>
Given, Kim	SUPP	MS	Mentor (R Pansing) - 1/2	2.5%	<b>\$916.00</b>

**PERSONNEL ACTIONS (081206) - continued**

**D. Approval of Supplemental/Personal Service Contracts – 2012-13 year**

EMPLOYEE	CONT	BLD	CONTRACT POSITION/DUTY	RATE	AMOUNT
Eberle, Susan	SUPP	PS	Curriculum Writing, 07/10-12/2012	\$120/day	\$280.00
Jason, Rosa	SUPP	PS	Curriculum Writing, 07/10-12/2012	\$120/day	\$280.00
Lydeka, Jessica	SUPP	PS	I-Team, Math		\$2,700.00
Smallwood, Elizabeth	SUPP	PS	KDG Screening, Aug 2012 (up to 1.5 days)	per diem	\$489.40
Kleinfelder, Jane	SUPP	PS	Mentor (E Smallwood)	4%	\$1,466.00
Bartholomew, Pat	SUPP	PS	Mentor (J Engelbert)	4%	\$1,466.00
Von Deylen, Jonathan	PSC	ATH	Athletic Event Supv, Fall 2012, not to exc 20 hrs/wk	\$15/hr	\$4,800.00
Wolfe, Joshua	PSC	ATH	Athletic Event Supv, Fall 2012, not to exc 20 hrs/wk	\$15/hr	\$4,800.00
Young, John	PSC	ATH	Baseball Coach, Varsity	13%	\$4,763.00
Koehne, Laura	SUPP	HS	Improvement Week, 8/13-16/2012	\$120/day	\$120.00
Bloomstrom, Gretchen	SUPP	HS	Junior Class Advisor - 1/2 share	Group B	\$1,803.50
Garland, Casie	SUPP	HS	Junior Class Advisor - 1/2 share	Group B	\$1,803.50
Whitt, Richard	SUPP	HS	Senior Class Advisor - (2012/13 year - 1/2 contract	Group B	\$1,803.50
Whitt, Richard	SUPP	HS	Senior Projects Advisor - (2012/13 year) - 1/2 contract	Group D	\$721.00
Given, Kim	SUPP	MS	Improvement Week, 8/13-15/2012	\$120/day	\$480.00

**E. Retirements/Resignations**

Last Name	First Name	Assignment	Building	Effective Date
Carl	Suzanne	Intervention	High School	August 20, 2012
Davis	Damon	Grade 4	Elementary	July 31, 2012
Ledford	Melissa	Grade 5	Elementary	August 20, 2012
Lovro	Peggy	Chinese	High School	August 20, 2012
Smiley	Mark	Grade 2	Primary	July 31, 2012
Ussery	Kara	Guidance	High School	August 20, 2012
Newton	Sandy	Media Aide	High School	August 20, 2012

**F. Leave of Absence – Unpaid Medical**

Last Name	First Name	Assignment	Building	Effective Date
Kuwach	Michael	Bus Driver	Transportation	Until September 30, 2012
Miller	Bonnie	Custodian	District	Until September 30, 2012

**G. Tuition Reimbursements**

EMPLOYEE	COURSE	COLLEGE	TUITION
Patricia Bartholomew	Write From Your Reading	Univ of NH	\$938.00
Michael Duncan	Topics For Math P-9	Miami Univ	\$239.25
Tracy Quattrone	Facilities Planning & Administration	Kent State	\$924.00
Tracy Quattrone	School Finance & Economics	Kent State	\$924.00
Bridgette Ridley	A Teaching Framework	UC	\$525.00

Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**APPROVAL OF MINUTES (081207)** Mrs. Lewis moved, seconded by Mr. Lutz, to approve the minutes of the June 12, and June 27, 2012 meetings, as presented. Roll call vote was as follows:

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Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**APPROVAL OF FINANCIAL REPORTS (081208)** Mrs. Lewis moved, seconded by Mr. Lutz, to approve the financial reports for the months ending June 30, 2012 and July 31, 2012 including Fund Reports, Expenditure/Warrant Listings totaling, respectively, as presented:

General Fund	\$2,985,867.97
Bond Retirement Fund	0.00
Permanent Improvement Fund	284,234.21
Enterprise Funds	97,742.02
Special Revenue Funds	294,791.68
Trust Funds	0.00
Agency Funds	9,447.26
<b>TOTAL ALL FUNDS, June 30, 2012</b>	<b>\$3,672,083.14</b>

General Fund	\$2,795,071.03
Bond Retirement Fund	0.00
Permanent Improvement Fund	203,089.80
Enterprise Funds	0.00
Special Revenue Funds	39,067.65
Trust Funds	0.00
Agency Funds	0.00
<b>TOTAL ALL FUNDS, July 31, 2012</b>	<b>\$3,037,228.48</b>

Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**APPROVAL TO PAY INVOICES (081209)** Mrs. Lewis moved, seconded by Mr. Lutz, to approve the following invoices for payment in accordance with Section 5705.41 (D)(1):

VENDOR	ITEM DESCRIPTION	AMOUNT
Bookshelf	English Novels-High School	\$42,755.16
Carpetland	Carpet Removal & Installation-Maintenance	\$3,967.79
School Datebooks	Custom Datebooks-Middle School	\$3,448.50
School Datebooks	Custom Datebooks-High School	\$4,155.97
Skeets Humphries	Doors at High School-Maintenance	\$8,765.00
Skeets Humphries	New Door & Block Wall at High School-Maintenance	\$3,541.00
Traditional Hardwood Floors	Repair/Seal Gym Floor-New Gr1 Flooring-PS-Maintenance	\$9,803.50

Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**APPROVAL OF CHANGE FUNDS (081210)** Mrs. Lewis moved, seconded by Mr. Lutz, to authorize the following change funds for the 2012-13 school year:

Athletic Department	\$ 1,500
Cafeteria	\$ 700

Roll call vote was as follows:

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Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**APPROVAL OF 2012-2013 SCHOOL YEAR BUS ROUTES (081211)** Mrs. Lewis moved, seconded by Mr. Lutz, to approve the 2012-2013 year bus routes and collection/deposit points, as presented. Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**APPOINTMENT OF SUPERINTENDENT AS BOARD DESIGNEE FOR SUSPENSION APPEALS (081212)** Mrs. Lewis moved, seconded by Mr. Lutz to designate the Superintendent of Schools to hear suspension appeals on the Board's behalf and as their representative in such appeals as a means of expediting the resolution of any student suspension appeals. Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**APPOINTMENT OF SUPERINTENDENT TO ACCEPT RESIGNATIONS (081213)** Mrs. Lewis moved, seconded by Mr. Lutz, to authorize the Superintendent to accept, on behalf of the Board of Education, any resignations that are tendered during the 2012-13 school year through August 2013 and that any resignations so received and accepted be placed on the next Board agenda to be noted in the minute record. Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**APPROVAL OF SHARED SERVICES CONTRACT WITH UNIVERSAL TRANSPORTATION SERVICES (UTS) (081214)** Mrs. Lewis moved, seconded by Mr. Lutz, to enter into an agreement with Universal Transportation Services (UTS) to provide specific transportation services, on an as needed basis, during the 2012-13 school year, for Indian Hill students in conjunction with students from Sycamore School District. Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

**COMMITTEE REPORTS** – Mr. Sharp commented on the efforts of the Party on the Hill Committee (POH) for a successful gala on September 15, 2012 at the Porsche dealership in Madisonville. Tickets are \$35 each. The POH is the District PTO fundraising effort which supports all schools.

**PUBLIC COMMENTARY** – Dr. Melissa Stewart, Principal of the Elementary School, commented on the wonderful transition we are experiencing with Dr. Mark Miles, Indian Hill's new Superintendent. She congratulated the Board on its selection of Dr. Miles to lead our district.

**ADJOURNMENT (081215)** Mrs. Lewis moved, seconded by Mr. Lutz, to adjourn the August 21, 2012 regular meeting of the Indian Hill Board of Education at 7:45 p.m. Roll call vote was as follows:

Mrs. Johnston, aye  
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

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**Board President**

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**Treasurer**