

INDIAN HILL EXEMPTED VILLAGE SCHOOL DISTRICT

MINUTES

Regular Meeting of April 15, 2014

A regular meeting of the Indian Hill Exempted Village School District was held on Tuesday, April 15, 2014, at 6:15 p.m., in the Indian Hill High School Multipurpose Room, 6865 Drake Road, Cincinnati, Ohio 45243 in accordance with notices sent to each member. Roll call showed the following members as present:

Dr. Hooker
Mr. Sharp

Mrs. Johnston

Mrs. Lewis

Mr. Lutz was not present.

Also present were Dr. Miles, Mrs. Toth, Mark Ault, Tracy Quattrone, Antonio Shelton, Josh Kauffman, Bridgette Ridley, Melissa Stewart, Jim Nichols, Andrea Brady, Kristy Booth, Toni Nevins, Phil Said, Jason Littman (DECA State Champion), Janet McMillan, and Forrest Sellers.

EXECUTIVE SESSION (041401) Mr. Sharp moved, seconded by Mrs. Johnston, to go into Executive Session at 6:15 p.m. to discuss teacher negotiations and a student discipline matter. Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

The Board reconvened its regular meeting at 7:00 p.m.

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

ADOPTION OF REGULAR MEETING AGENDA (041402) Mr. Sharp moved, seconded by Mrs. Johnston, to approve the agenda, as amended, to include the recommendation for approval of four overnight athletic sports camps, classified staff employment contract renewals, acceptance of a resignation, supplemental contract, job description for the Special Education Coordinator position, employment contracts for the 2014-15 school year. All members present voted aye. Motion carried.

CORRESPONDENCE AND ANNOUNCEMENTS – Dr. Miles recognized Mr. Phil Said, Indian Hill High School DECA teacher, and the DECA students for their accomplishments at the recent State competition bringing back the State Championship as well as many individual and group awards. DECA students will advance to international competition later this month in Atlanta, GA.

Dr. Miles also mentioned the John Morris Russell concert this evening with music students from Indian Hill, Madeira and Mariemont Schools beginning at 7:30 p.m. in our Auditorium.

HUMAN RESOURCES REPORT – Dr. Mark Ault, Assistant Superintendent, provided an overview of the hiring process for certified staff: establish the vacancy (factors considered include enrollment, attrition, programming changes and state mandates), define needs or special qualifications, post the vacancy (internally and externally), develop the applicant pool, screen applications, set criteria to consider, review Teacher InSight Survey results, select and interview candidates, observe applicant teaching, check references, verify credentials, determine finalists, recommend finalist to the Superintendent, finalize the hiring process with the individual, and recommend employment to the Board of Education. Following Board approval, the newly hired staff member will participate in various onboarding exercises and orientations. Our new staff member will receive peer mentoring throughout the school year and for some (new to teaching, for example), a second year peer mentor will be provided.

We are currently engaged in the hiring process for the 2014-15 school year. The District enjoys a fine reputation and over 38% of our applicants indicate our reputation as the number one reason for their application to our school district for employment. The applicant pool varies depending on the job posting. We anticipate hard-to-fill positions (e.g. School Psychologist or AP Biology or Physics) and try to aggressively fill those positions early on in the season as teachers inform us of their decision to retire or resign.

POLICY REVISIONS: First Reading – The following policies were submitted for first reading with second reading and approval anticipated in May 2014:

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- (1) J-12, Student Absences and Excuses
- (2) J-13, Early Dismissal and Truancy
- (3) J-15, Student Attendance Accounting (Missing and Absent Children)

ACCEPTANCE OF DONATIONS (041403) Mr. Sharp moved, seconded by Dr. Hooker to accept the following donations:

- (1) Dayton Playhouse, Inc. \$650.00 – HS Theatre Program

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

APPROVAL OF OVERNIGHT FIELD TRIP (041404) Mr. Sharp moved, seconded by Dr. Hooker, to approve the overnight field trips, as follows:

- (1) DECA, International DECA Career Development Conference, Atlanta, GA, May 2-7, 2014
- (2) Power of the Pen, State Tournament, College of Wooster, Wooster, OH, May 22-23, 2014
- (3) Boys Basketball (Gr 8-9), Wittenberg University, Springfield, OH, June 16-17, 2014
- (4) Boys Basketball (Gr 10-12), Wittenberg University, Springfield, OH, June 19-20, 2014
- (5) IHHS/MS Cheerleaders, UCA Cheer Camp, Miami University, Oxford, OH, July 10-13, 2014
- (6) Men's Soccer, Adidas National Soccer Showcase, Strongsville, OH, July 25-27, 2014

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

PERSONNEL ACTIONS (041405) Mr. Sharp moved, seconded by Dr. Hooker, to approve the following personnel matters as recommended by the Superintendent:

A. Employment Contracts – beginning 2013-14 year

Employee Name	Bldg/Assignment	% Contract	2013-14 Salary
Steven Cook	DST/Custodian	100	\$14.75/hr

B. Nonrenewals of Limited Contracts – At End of 2013-14 Year

Employee Last Name	Employee First Name	Assignment	Building
Anders	Ryan	Instructional Aide	Middle
Jacobs	Brittany	Instructional Aide	Middle
Cooper	Karen	Substitute Bus Driver	Transportation
Pierce	Billy	Substitute Bus Driver	Transportation
Rich	Douglas	Substitute Bus Driver	Transportation
Sheehy	Timothy	Substitute Bus Driver	Transportation
Post	Katherine	Substitute Media Aide	High School

PERSONNEL ACTIONS (041405) - continued

C. Classified Employment Contract Recommendations – 2014-15 Year

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EMPLOYEE	BLDG	ASSIGNMENT	HRLY RATE	CONTRACT RECOMMENDATION
Sue Broemsen	Transportation	Bus Driver	\$20.77	2 year limited – exp 2016
Chris Daniel	Transportation	Bus Driver	\$19.42	2 year limited – exp 2016
Doug Lanigan	Transportation	Mechanic	\$24.29	2 year limited – exp 2016
Bev Dorenbusch	Transportation	Bus Driver	\$19.90	Continuing
Diane Spurlock	Transportation	Bus Driver	\$20.41	Continuing
Tom Wuest	Transportation	Bus Driver	\$22.46	Continuing
Margaret Budig	Primary	Secretary	\$19.12	2 year limited – exp 2016
Brenda Clark	Athletics	Secretary	\$24.38	2 year limited – exp 2016
Laura Hofrichter	Elementary	Secretary	\$19.12	2 year limited – exp 2016
Linda Woolridge	District Office	Accounting	\$17.17	2 year limited – exp 2016
Caryn Bruscato	Primary	Media Aide	\$15.93	2 year limited – exp 2016
Steven Cook	District	Custodian	\$14.75	2 year limited – exp 2016
Tari DePoy	District Office	EMIS/Network Mgr	\$53,000	2 year limited – exp 2016
Ester Hall	High	Coord of Collg/Career Ctr	\$45,145	2 year limited – exp 2016
Kyle Himsworth	High	Auditorium Coordinator	\$40,000	2 year limited – exp 2016

D. Retirements/Resignations

Last Name	First Name	Assignment	Building	Effective Date
Centers	Deborah	Vocal Music	High	June 30, 2014
Denney	Ellen	Grade 3	Elementary	July 31, 2014
Golubieski	Mary	Art	High	June 30, 2014
Martin	Karen	Grade 4	Elementary	July 31, 2014
Taylor	Pamela	Grade 5	Elementary	June 30, 2014
Basista	Debbie	Guidance Registrar	High	July 31, 2014
Frankenberg	Doug	Bus Driver	Transportation	June 30, 2014
Anderson	Brittany	Custodian	District	July 31, 2014

E. Approval of Supplemental/Personal Service Contracts – 2013-14 year

EMPLOYEE	CONT	BLD	CONTRACT POSITION/DUTY	RATE	AMOUNT
Arcuri, Anthony	SUPP	ATH	Intramurals Coach, Winter	4%	\$1,466.00
Dufresne, Eby	PSC	ATH	Tennis Coach, Boys, JV	6%	\$2,198.00
Rotsching, Chris	SUPP	MS	Student Teacher Placement - Spring 2014 (UC)		\$517.25
McCoy, Andrea	SUPP	PS	Student Teacher Placement - Spring 2014 (UC)		\$517.25
Mortman, Debbie	SUPP	PS	Curriculum Writing/IEP – 3/3-12/2014	\$20/hr	\$205.00

F. Tuition Reimbursements

EMPLOYEE	COURSE	COLLEGE	TUITIO N
Anthony Arcuri	Plan & Prepare	Ashland	\$405.00
Ellen Denney	Tech Tools For Teachers	Ashland	\$556.00
Avery Lewis	Tech Tools For Teachers	Ashland	\$556.00
Jennifer Lewis	Gifted/Talented Characteristics & Strategies	Xavier	\$333.00
Jennifer Lewis	Assessment & Instruction	Xavier	\$999.00
Steven Seeger	Phonics/Linguistics	Mayerson & Mt. St. Joseph	\$1,398.00
Marcia Tuznik	Understand and Implement SLO's	Ashland	\$175.00
Marcia Tuznik	Transfer Your Memories	University Of Dayton	\$175.00
Jennifer Ulland	Teaching Supervision & Evaluation	Ashland	\$516.00
Jami Wallbank	Violence In Schools	Ashland	\$395.00

PERSONNEL ACTIONS (041405) - continued

G. Approval of Summer Help: \$10.00 per hour

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Madison Davies
Brett Osborn
Tyler Quattrone

Joe Fitzwater
Kaitlynn Perkins
Jake Savage

Joshua Miller
Billy Pierce
Michael Bader

H. Approval of Substitute Custodian: Thomas Dietz, \$14.75/hour

I. Approval of Job Description – Special Education Coordinator

J. Employment Contracts – beginning 2014-15 year – attachment to Board Members only

Employee Name	Bldg/Assignment	% Contract	2014-15 Salary
Booth, Kristina	DST/Special Education Coordinator*	100	\$67,294
Noes, Cheryl	MS/Secretary	100	\$23.96/hr

* Position will also include up to (15) days of Extended Service at per diem.

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

APPROVAL OF MINUTES (041406) Mrs. Johnston moved, seconded by Dr. Hooker, to approve the minutes of the March 11, 2014 meeting, as written. Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

APPROVAL OF FINANCIAL REPORTS (041407) Mrs. Johnston moved, seconded by Dr. Hooker, to approve the financial reports for the month ended March 31, 2014 including Fund Reports and Expenditure/Warrant Listings totaling \$2,744,581.08, as follows:

General Fund	\$2,445,721.29
Bond Retirement Fund	\$0.00
Permanent Improvement Fund	\$0.00
Enterprise Funds	\$112,123.18
Special Revenue Funds	\$173,722.07
Special Trust Funds	\$0.00
Agency Funds	\$13,014.54
TOTAL ALL FUNDS, March 31, 2014	\$2,744,581.08

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

APPROVAL TO PAY INVOICES (041408) Mrs. Johnston moved, seconded by Dr. Hooker, to approve the following invoices prior to payment in accordance with Section 5705.41 (D)(1):

VENDOR	ITEM DESCRIPTION	AMOUNT
Bethesda Labs	2014 Health Fair expenses	\$3,309.35

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

APPROVAL OF HAMILTON COUNTY ESC CONTRACT (041409) Mrs. Johnston moved, seconded by Dr. Hooker, to enter into an agreement with the Hamilton County Educational Service Center (HCESC) to cooperatively provide the following services as following for the 2014-15 school year:

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EARLY CHILDHOOD SERVICES:

Early Childhood (Preschool) Program (half day) at facilities arranged by the HCESC – Rates to be determined.

GREATER CINCINNATI SUBSTITUTE SOLUTION SERVICE:

Consortium Membership for more than 300 employees on system @ \$3,500 annually

Current Customer Membership (join before 6/30/02) \$1.75 per month (10 mos) per replaceable employee (est. 212 employees)

Current Customer Membership (join before 6/30/02) \$.85 per month (10 mos) per non-replaceable employee (est. 92 employees)

GREATER CINCINNATI APPLICATION SYSTEM:

Consortium Membership @ \$2,000 annually

BASIC SERVICES includes membership in the HCESC instructional consortium; telephone and email consultation and support; support and resources for consortium curriculum development and proficiency test support; assessment projects, technology consortium including information, project opportunities, software preview guide, technology coordinator support; mentor and Goals 2000 consortiums, information dissemination and statewide liaison activities for professional associations, state department of education and related entities; instructional council, grant participation opportunities, principal support, professional development consortium membership and opportunities, teacher networks, resource materials sharing and identification. Districts below 2,500 ADM @ \$13,575 annually

ASSISTIVE TECHNOLOGY CONSORTIUM SERVICES: Districts below 2,000 ADM @ \$3,385 annually

ATTENDANCE SERVICES/DIVERSIONARY COURT/CASE COORDINATION: Estimated 10 days annually, \$4,850

HEARING IMPAIRED SERVICES:

SST Services for students with Hearing Impairments @ \$127 per hour

Interpreter Services for students with Hearing Impairments @ \$59,900 annually per student

Hourly Interpreter Services @ \$46.00 per hour

Audiological Consultation Services @ \$140 per hour

FM Amplification Equipment – Rates to be Determined.

PATHWAYS TO EMPLOYMENT - Full day for cross categorical post-high school students @ \$22,220 annually

PSYCHOLOGICAL SERVICES:

Staff Development for (2) District Hired School Psychologist(s) @ \$6310 per psychologist annually

VISUALLY IMPAIRED SERVICES:

SST Services for students with Visual Impairments @ \$146 per hour

Orientation & Mobility Instruction for students w/Visual Impairment @ \$146 per hour

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

APPROVAL OF ARAMARK CONTRACT (041410) Mrs. Johnston moved, seconded by Dr. Hooker, to approve the service contract with the ARAMARK Corporation to provide food services management for the 2014-2015 fiscal year at a per meal rate of \$3.60 per lunch meal served, and \$2.98 per a la carte meal served (no increase in a la carte rate from current

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year). Lunch and milk prices are approved as follows: Primary and Elementary, \$2.85; Middle, \$3.10 and \$3.35; High School, \$3.35, \$3.60, and \$3.75. Milk will remain \$.60 per carton. Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

APPROVAL OF TRANSPORTATION SOFTWARE (041411) Mrs. Johnston moved, seconded by Dr. Hooker to approve the acquisition and implementation of Zonar EVIR and Edulog GPS/AVL, Electronic Time and Attendance Reporting transportation software programs at an initial investment of \$19,630 which will supplement efficiencies within the Transportation Department and improve customer service through real-time tracking and diagnostics to ensure safety and equipment reliability. Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

RESOLUTION ACCEPTING AMOUNTS AND RATES FOR 2014 (041412) Mrs. Johnston moved, seconded by Dr. Hooker, to approve the following resolution:

WHEREAS, this Board of Education, in accordance with the provisions of law, has previously adopted a Tax Budget for the next succeeding fiscal year commencing July 1st, 2014; and

WHEREAS, the Budget Commission of Hamilton County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by the Board and what part thereof is without and what part within the ten mill limitation; therefore be it

RESOLVED, by the Board of Education of the Indian Hill Exempted Village School District, Hamilton County, Ohio that the amounts and rates, as determined by the Budget Commission in its certification, are and the same are hereby accepted; and be it further

RESOLVED, that there be and is hereby levied on the tax duplicate of said Board of Education the rate of each tax necessary to be levied within and without the ten mill limitations as follows:

General Fund	Outside Mills	36.51	\$19,711,014
	Inside Mills	5.16	\$ 5,858,148
Bond Retirement Fund	Outside Mills	3.14	\$ 3,564,842
Permanent Improvement	Inside Mills	1.25	\$ 1,419,125

RESOLVED, that the Treasurer of this Board of Education be, and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

APPROVAL OF ROOFING BIDS: HS/MS ROOFING PROJECTS (041413) Mrs. Johnston moved, seconded by Dr. Hooker, to accept the following low bid from Wm. Kramer & Son, Inc. for roofing projects at Indian Hill High and Middle Schools:

Bid Item 1: High School Base Bid Restore and Coat	\$129,260
Bid Item 2: High School Alt #1, AREA E Restore and Gravel	\$ 99,940

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Bid Item 3: Middle School Base Bid AREA C Restore and Coat	<u>\$ 30,530</u>
	\$259,730

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

COMMITTEE REPORTS – None.

PUBLIC COMMENTARY – None.

ADJOURNMENT (041414) Dr. Hooker moved, seconded by Mr. Sharp, to adjourn the April 15, 2014, regular meeting of the Indian Hill Board of Education at 7:34 p.m. Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Johnston, aye

Mrs. Lewis, aye

Board President

Treasurer