

**INDIAN HILL EXEMPTED VILLAGE SCHOOL DISTRICT
MINUTES**

Regular Meeting of November 11, 2014

A regular meeting of the Indian Hill Exempted Village School District was held on Monday, November 11, 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. Lewis

Mr. Lutz

Mrs. Johnston was not present.

Also present were Dr. Miles, Mrs. Toth, Mark Ault, Jim Nichols, Melissa Stewart, Josh Kauffman, Jennifer Ulland, Jeff Zidron, Andrea Brady, Steve, Debbie and Stephen Tranter, Shalee Osborn, Lisa Sullivan, Elizabeth Ruebusch, Terry Mullenax, Scott Lloyd, Anne Kuhn, Hilary Smith, Heather Koester, Robin Schwanekamp, and others.

EXECUTIVE SESSION (111401) Dr. Hooker moved, seconded by Mr. Lutz, to move into Executive Session at 6:15 p.m. to discuss the employment of a public employee or official. Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

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

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

ADOPTION OF REGULAR MEETING AGENDA (111402) Dr. Hooker moved, seconded by Mr. Lutz, to adopt the agenda of the regular business meeting of the Indian Hill Board of Education, as amended, to include a donation acceptance from the IH Boosters, and approval of a revised Personnel Report. All members present voted aye. Motion carried.

CORRESPONDENCE AND ANNOUNCEMENTS – Dr. Miles announced the following recent accomplishments and recognitions of our staff. As it is Veteran's Day, I would first like to extend our appreciation to all veterans who have provided the many freedoms we enjoy as a nation. This day allows us to pay tribute to those who have served our country. We thank you for your service.

Madeira Schools and Indian Hill Schools are collaborating for a presentation to parents on December 1 from 6:00-7:00 pm at the High School Auditorium. Dr. Sammarco, Hamilton County Coroner, will be providing information to parents about trends and issues in drug awareness. During the next few weeks, you will be seeing communications from Andrea Brady inviting parents to this presentation.

Our Middle School Physical Education teachers - **Steve Tranter**, **Shalee Osborn**, and **Lisa Sullivan** were recognized. The Ohio Association for Health, Physical Education, Recreation and Dance (OAHPERD) has awarded Indian Hill Middle School the **GOLD LEVEL** recognition from the Ohio Gold Excellence in Physical Education Award Program for the sixth year in a row. They submitted curriculum materials including lesson plans from our Middle School physical education program. As a result of their leadership, Indian Hill Middle School is being recognized for outstanding physical education. Each year, very few schools in Ohio are recognized at the Gold Level with an Ohio Gold Excellence in Physical Education Award. This recognition provides another example of the exemplary educational services provided to our students.

Mr. Josh Kauffman to come forward to facilitate the recognition of our Middle School Braves Council and their work with Soles4Souls. Students Elizabeth Schaefer and Melissa Cropper led the efforts at Indian Hill Middle School in this project which provided about 1100 pairs of shoes. It was noted that the High School Project resulted in 2600 pairs of shoes for Soles4Souls during this campaign.

ELEMENTARY SCHOOL REPORT – Dr. Melissa Stewart, Principal of Indian Hill Elementary, provided a report on the ongoing work at Indian Hill Elementary to build collaborative relationships to increase student academic achievement, to

INDIAN HILL EXEMPTED VILLAGE SCHOOL DISTRICT
MINUTES - November 11, 2014

develop the whole child, and to strategize continuous improvement opportunities by providing purposeful instruction based on data from student performance and our SEEDS character education program. Dr. Stewart briefly reviewed our 2014 Ohio Achievement Assessment results and our Value-Added history. Seven key strategies for continuous improvement guide our work: SEEDS, Role of Assessment, Differentiation, Curriculum Calendars, NCE Awareness, Exploration, and Data Days. Dr. Stewart expressed the ultimate purpose of every Elementary School faculty and staff member: to offer an individualized learning experience to every child that not only optimizes each child's potential, but supports whole child development within a cohesive school community.

APPROVAL OF OVERNIGHT FIELD TRIP (111403) Mr. Lutz moved, seconded by Dr. Hooker, to approve the following overnight field trip:

- (1) Cross Country – Training Camp, Hueston Woods State Park, July 27-30, 2015

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

ACCEPTANCE OF DONATIONS (111404) Mr. Lutz moved, seconded by Dr. Hooker, to accept the following donations, as presented:

- a. Indian Hill Boosters
 - i. High School – Senior Trip Scholarships, \$2,700
 - ii. High School – Work Study T-Shirts, \$960
 - iii. High School – Auditorium Lighting Upgrade, \$25,240
 - iv. High School – Sound System/Speakers for HS Gym, \$6,000
- b. Indian Hill PTO – IH Performing Arts Academy, \$6,826.60
- c. Singh family – International Books for Elementary Library, \$170

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

PERSONNEL ACTIONS (111405) Mr. Lutz moved, seconded by Dr. Hooker, to approve the following personnel matters as recommended by the Superintendent:

A. Employment Contracts – beginning 2014-15 year

Employee Name	Bldg/Assignment	% Contract	2014-15 Salary
Darnell, Nick	TRANS/Assistant to Transportation Supervisor	100	\$25.37/hr
Leonard, Kendra	HS/Media Aide	100	\$14.36/hr

B. Approval of Supplemental/Personal Service Contracts – 2014-15 year

EMPLOYEE	CONT	BLD	CONTRACT POSITION/DUTY	RATE	AMOUNT
Carpenter, Nicholas	SUPP	ATH	Basketball Coach, 7th grade, Boys	12%	\$4,485.00
Smith, Rachael	PSC	ATH	Basketball Coach, 7th grade, Girls	12%	\$4,485.00
Prugh, James	SUPP	ATH	Basketball Coach, 8th grade, Boys	12%	\$4,485.00
McGee, Jenny	PSC	ATH	Basketball Coach, 8th grade, Girls	12%	\$4,485.00
Burch, Adam	PSC	ATH	Basketball Coach, Boys, 9th grade	15%	\$5,606.00
Lanker, Manny	PSC	ATH	Basketball Coach, Boys, JV	16%	\$5,980.00
Burch, Tim	PSC	ATH	Basketball Coach, Boys, Varsity	23%	\$8,596.00
Miller, Brandon	PSC	ATH	Basketball Coach, Boys, Varsity Asst	14%	\$5,232.00

PERSONNEL ACTIONS (111405) - continued

B. Approval of Supplemental/Personal Service Contracts – 2014-15 year - continued

**INDIAN HILL EXEMPTED VILLAGE SCHOOL DISTRICT
MINUTES - November 11, 2014**

EMPLOYEE	CONT	BLD	CONTRACT POSITION/DUTY	RATE	AMOUNT
Newton, Natalie	PSC	ATH	Basketball Coach, Girls, Vars Asst	14%	\$5,232.00
Arington, Chris	PSC	ATH	Basketball Coach, Girls, Varsity	23%	\$8,596.00
Savage, Susan	SUPP	ATH	Cross Country, District/Regional Competition	0.5%	\$187.00
Annett, Cynthia	PSC	ATH	Golf, Girls, District/Regional/State Competition	50%	\$187.00
Rice, Holly	PSC	ATH	Swimming/Diving coach, Boys-Girls, Asst Varsity	9%	\$3,364.00
Toennis, Jill	PSC	ATH	Swimming/Diving Coach, Boys-Girls, MS	7%	\$2,616.00
Hardy, Emily	PSC	ATH	Swimming/Diving Coach, Boys-Girls, Varsity	13%	\$4,858.00
Noble, Ray	PSC	ATH	Swimming/Diving Coach, Boys-Girls, Varsity Asst	9%	\$3,364.00
Samuels, Gary	PSC	ATH	Tennis Coach, Girls, District/Regional/State Competition	1%	\$374.00
Zidron, Jeff	SUPP	ATH	Tournament Manager, Boys/Girls Soccer 10/08-20/2014		\$296.00
Slusher, Ryan	PSC	ATH	Wrestling Coach, JV	12%	\$4,485.00
Sheard, Bert	SUPP	ATH	Wrestling Coach, MS	10%	\$3,737.00
Eigher, Nathan	SUPP	ATH	Wrestling Coach, Varsity	16%	\$5,980.00
Sprang, Erin	SUPP	ES	Assessment Assistance – 2014-15 yr, not to exc 40 half days	\$60/day	\$2,400.00
Harris, Lisa	SUPP	HS	IH Performing Arts Academy - Fall 2014 session		\$5,885.00
Gemmel, Sandra	SUPP	DST	Extd School Yr Services, Summer 2014-up to 4 hrs	\$35/hr	\$140.00
Broxterman, David	SUPP	ATH	Weight Room Supervision, Summer 2014 – rate correction	\$10/hr	\$260.00

C. Retirements/Resignations

Last Name	First Name	Assignment	Building	Effective Date
Wolf	Emily	Media Aide	High School	October 24, 2014
Anderson	Carolyn	Secretary	Elementary	December 31, 2014*
Clark	Kathleen	School Nurse	District	May 29, 2015
Cone	Sarah	Speech Pathologist	District	May 29, 2015
Laichas	Elizabeth	Math	High School	May 29, 2015

D. Approval of Unpaid Personal Leave of Absence

Last Name	First Name	Assignment	Building	Effective Date
Koehler	Scott	Grade 3	Elementary	Through January 4, 2015

E. Tuition Reimbursements

EMPLOYEE	COURSE	COLLEGE	TUITION
Pamela Marshall	The Autism Checklist	Walden University	\$150.00

F. Re-employment of Retiree: The Board of Education hereby provides notice that Carolyn Anderson will be retiring as of December 31, 2014 and that she is seeking employment with the Indian Hill School District, beginning March 2, 2015. Prior to consideration of her re-employment, the Board will hold a public meeting on January 13, 2015 at 7:00 p.m. in the Indian Hill High School Multipurpose Room, 6865 Drake Road, Cincinnati, Ohio 45243.

G. Approval of Payments for Teacher Internal Substitute Coverage (When Teachers Serve as a Substitute Teacher): \$17.71 per hour

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

APPROVAL OF AGREEMENT WITH INDIAN HILL PERFORMING ARTS ACADEMY (111406) Mr. Lutz moved, seconded by Dr. Hooker, to approve the following agreement with the Indian Hill Performing Arts Academy:

INDIAN HILL EXEMPTED VILLAGE SCHOOL DISTRICT
MINUTES - November 11, 2014

**AGREEMENT BETWEEN INDIAN HILL EXEMPTED VILLAGE SCHOOL DISTRICT
AND
INDIAN HILL PERFORMING ARTS
RE: USE OF DISTRICT FACILITIES FOR PERFORMING ARTS INSTRUCTION**

This Agreement is made as of this ____ day of November 2014 between the Indian Hill Exempted Village School District through its Board of Education (the "District") and Indian Hill Performing Arts ("IHPA").

1. IHPA represents that it is an Ohio non-profit corporation that desires to use certain District facilities (the "Facilities") during specified times to provide a high-quality performing arts program (the "Program") for the benefit and convenience of interested District students and parents. The Program provides training in acting, musical theatre, dance, vocal technique, instrumental and other performing arts for District students K-12. A majority of the participants will be students enrolled in the District, but a non-enrolled student who meets the residency eligibility requirements for District school attendance may also participate in the Program.

2. The District, subject to these terms, authorizes use by IHPA of the Facilities for such lawful purpose; provided, however, the District does not relinquish its control over its property, or authorize any use that interferes with the operation of the public school, or authorize any use by the Program that does not comply with law or this Agreement.

3. As an independent non-profit corporation, neither IHPA nor any person affiliated with or employed by IHPA is, because of the Program, deemed to be an employee of the District or entitled to any compensation, coverages or benefits which the District provides to its employees. So long as IHPA complies with the other terms of this Agreement, District employees may volunteer for IHPA, including service on IHPA's Board, or work for IHPA during summer recess when the employee is on summer break from his or her duties at the District. Such volunteer or summer work cannot interfere with the employee's regular duties and responsibilities as District employees.

4. IHPA is responsible for compliance with all applicable laws. IHPA will not violate or cause any of its employees, contractors, agents or participants to violate any District policy, rules or guidelines. IHPA will comply with, and be considered a school-related group under, the District's Community Use of Facilities Policy and its Guidelines for Community Use of School Facilities ("Guidelines"), as well as any amendments or changes thereto the Board may make from time to time. IHPA is responsible for obtaining and maintaining its own tax-exempt status and compliance with all applicable tax laws.

5. Especially because the Program's participants are students, IHPA will exercise due diligence and care in the hiring, training and supervision of instructors and others working in the Program and will ensure that all such persons have undergone current (*i.e.*, consistent with District policy) and clean criminal background and reference checks.

6. Whenever requested to do so by the District, but at least annually, the District and IHPA will meet and exercise best efforts to mutually agree upon a Program Fee to be paid to the District. In addition to the Program Fee, IHPA intends to make grants to the District to support performing arts education. The Board of Directors of IHPA will determine the grant amounts in light of the funds available to the organization. Consistent with applicable tax guidelines, any grants will be subject to appropriate documentation to ensure that the funds are used solely for purposes consistent with the charitable and educational purposes of IHPA.

7. As a non-profit whose primary charitable and educational purpose is to provide enhanced performing arts opportunities to District students, IHPA, in the charging of fees to participants, will ensure such fees are reasonable and will keep the District advised as to what IHPA's fees are.

APPROVAL OF AGREEMENT WITH INDIAN HILL PERFORMING ARTS ACADEMY (111406) - continued

INDIAN HILL EXEMPTED VILLAGE SCHOOL DISTRICT
MINUTES - November 11, 2014

8. IHPA agrees to comply promptly with the District's lawful requests for information about the Program.

9. The specific times and locations of facilities use of the Program will be subject to approval by the Superintendent or his/her designee upon submission of request forms by IHPA. Upon approval of the facilities request forms, IHPA may hold classes and workshops at designated locations and times within the school buildings of the District, including classrooms and specialized facilities, such as auditoriums, gymnasiums and multi-purpose rooms.

10. IHPA will reimburse the District for any damage to District Facilities arising out of use of the Facilities by the Program, normal wear and tear excepted.

11. IHPA will comply with the insurance requirements of the District's Facilities Use Guidelines including listing the District as a named insured under IHPA's liability insurance policy.

12. The name "Indian Hill Performing Arts," or any name substantially similar thereto, is deemed the intellectual property of the District which the District hereby permits IHPA to use during such time as this Agreement is in effect or until such earlier time that the District revokes such permission.

13. This Agreement may be terminated by either party at-will, with no requirement to show cause, by giving written notice of termination at least 30 days prior to the effective date of termination; provided, however, if the District in its sole discretion determines that good cause exists for immediate termination, or termination on less than 30-days' notice, it may so terminate this Agreement. Notice by IHPA shall be sent to the District's Superintendent, and notice by the District shall be sent to IHPA's President. Upon termination, IHPA agrees to cease and desist using the Facilities for the Program.

14. This is the entire Agreement between parties on the subject matter covered herein and may not be modified except in writing by mutual agreement of the parties.

**Indian Hill Exempted Village School
District**

Indian Hill Performing Arts

By: _____
For the Board of Education

By: _____
Lisa Harris
President IHPA

Superintendent Dr. Mark Miles

Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

APPROVAL OF MINUTES (111407) Dr. Hooker moved, seconded by Mr. Sharp, to adopt the minutes of the October 7, 2014 meeting as presented. Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

INDIAN HILL EXEMPTED VILLAGE SCHOOL DISTRICT
MINUTES - November 11, 2014

APPROVAL OF FINANCIAL REPORTS (111408) Dr. Hooker moved, seconded by Mr. Sharp, to approve the financial reports for the month ending October 31, 2014 including Fund Reports and Expenditure/Warrant Listings totaling \$4,500,510.63, as presented:

General Fund	\$4,022,924.71
Bond Retirement Fund	\$0.00
Permanent Improvement	\$376,595.06
Enterprise Funds	\$0.00
Special Revenue Funds	\$81,710.46
Special Trust Funds	\$0.00
Agency Funds	\$19,280.40
TOTAL ALL FUNDS, October 31, 2014	<u>\$ 4,500,510.63</u>

Roll call vote was as follows:

Dr. Hooker, aye	Mrs. Lewis, aye	Mr. Lutz, aye
Mr. Sharp, aye		

APPROVAL TO PAY INVOICES (111409) Dr. Hooker moved, seconded by Mr. Sharp, to approve the following invoices prior to payment in accordance with Section 5705.41 (D)(1):

VENDOR	ITEM DESCRIPTION	AMOUNT
Custom Curb Service, Inc.	Concrete Curb Planter Box, High School	\$3,480.00

Roll call vote was as follows:

Dr. Hooker, aye	Mrs. Lewis, aye	Mr. Lutz, aye
Mr. Sharp, aye		

APPROVAL TO SET FY2015 BUDGET HEARING AND ORGANIZATION MEETING DATE 2014 (111410) Dr. Hooker moved, seconded by Mr. Sharp, to set Tuesday, January 13, 2015 at 7:00 p.m. in the Indian Hill High School Multipurpose Room as the Budget Hearing on the FY2016 Budget and the Organizational Meeting for the Indian Hill Board of Education. Roll call vote was as follows:

Dr. Hooker, aye	Mrs. Lewis, aye	Mr. Lutz, aye
Mr. Sharp, aye		

APPROVAL OF AMENDED CONTRACT FOR SERVICES WITH CLERMONT COUNTY ESC (111411) Dr. Hooker moved, seconded by Mr. Sharp, to enter into an amended agreement with Clermont County Educational Service Center (CCESC) to provide educational and attendant services for an additional special education student, beginning October 23, 2014 for the remainder of the 2014-15 school year with such costs (estimated annual \$58,325) to be prorated based on a per diem for each day enrolled in the program. Roll call vote was as follows:

Dr. Hooker, aye	Mrs. Lewis, aye	Mr. Lutz, aye
Mr. Sharp, aye		

COMMITTEE REPORTS – Mr. Lutz, Operations Committee, presented an update on the capital projects currently underway: The Upper Fields Project is 95% completed; The Central Utility Plant is on track and on budget with a completion of mid-January; and the Auditorium Expansion Project is just underway. Mr. Lutz also remarked on the RFP process for a Food Service Management Company (FSMC) beginning with the 2015-16 school year. There is interest in requesting an alternate proposal which would allow Indian Hill High School to discontinue its participation in the National School Lunch Program as a pilot for the 2015-16 school year. The RFP would go out in December with the bid award to occur by April 2015.

PUBLIC COMMENTARY – None.

INDIAN HILL EXEMPTED VILLAGE SCHOOL DISTRICT
MINUTES - November 11, 2014

ADJOURNMENT (111412) Dr. Hooker moved, seconded by Mr. Sharp, to adjourn the November 11, 2014 regular meeting of the Indian Hill Board of Education at 7:47 p.m. Roll call vote was as follows:

Dr. Hooker, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

Board President

Treasurer