

LITTLE MIAMI LOCAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
MAY 19, 2009  
7:00 P.M.

The Little Miami Board of Education of the Little Miami Local School District, Warren County, Ohio met in regular session on May 19, 2009 at 7:00 p.m. at the Little Miami High School Media Center, 3001 U.S. 22 & 3, Morrow, Ohio.

Call to Order and Roll Call

Mr. Cremeans called the meeting to order at 7:02 p.m.

ROLL CALL:

Mrs. Grice	Present
Mr. Cremeans	Present
Mr. Stern	Present
Mrs. Dunbar	Present
Mrs. Hamburg	Present

Others in attendance were: Mr. Daniel Bennett; Mr. Shaun Bevan; Mrs. Lisa Knodel; Mr. Michael Clark; Mr. Ryan Cook; Mr. Bill Brausch; Mrs. Julie Perelman; Mrs. Trisha Lewis; Mr. Mike Giannotta.

Adopt the Agenda

Mrs. Dunbar moved and Mrs. Grice seconded a motion to adopt the agenda as amended.

ROLL CALL VOTE:

Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes

MOTION CARRIED.

Reading of Minutes

Mr. Stern moved and Mrs. Hamburg seconded a motion to approve the minutes of the April 21, 2009 regular session.

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes

REGULAR SESSION  
MAY 19, 2009

MOTION CARRIED.

Communications and/or Visitors to the Board

Mr. Justin Koenes provided the Board of Education with a construction update.  
Mr. Dan Bennett and Mr. Shaun Bevan presented the financial update for the school district.

Resolution 09-46 Financial Reports

Mrs. Grice moved and Mr. Stern seconded a motion to approve the financial reports for April 2009.

ROLL CALL VOTE:

Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED.

Resolution 09-47 Fund-to-Fund Transfers

Mrs. Dunbar moved and Mr. Cremeans seconded a motion to approve the following fund-to-fund transfers:

A. **WHEREAS**, in the interest of reconciling finances, the Treasurer has recommended that a transfer [or advancement] of funds be made by the Board of Education of the Little Miami Local School District (hereafter the "Board"); and

**WHEREAS**, the Treasurer has requested that the amount of \$3,750.00 be transferred from the FEMA fund (599-9600) to the Construction fund (004).

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE LITTLE MIAMI LOCAL SCHOOL DISTRICT**, as follows:

**SECTION I**

The Board hereby authorizes and approves the transfer [or advancement] of funds in the amount of \$3,750.00 from the FEMA fund to the Construction fund (004) for the purpose(s) as stated above.

**SECTION II**

The Treasurer is authorized and directed to take all action necessary to implement this Resolution.

**SECTION III**

It is found and determined that all formal actions of this Board concerning or related to the adoption of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

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B. **WHEREAS**, in the interest of reconciling finances, the Treasurer has recommended that a transfer [or advancement] of funds be made by the Board of Education of the Little Miami Local School District (hereafter the "Board"); and

**WHEREAS**, the Treasurer has requested that the amount of \$3,259.00 be transferred from the FEMA fund (599-9600) to the General fund (001).

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE LITTLE MIAMI LOCAL SCHOOL DISTRICT**, as follows:

**SECTION I**

The Board hereby authorizes and approves the transfer [or advancement] of funds in the amount of \$3,259.00 from the FEMA fund (599-9600) to the General fund (001) for the purpose(s) as stated above.

**SECTION II**

The Treasurer is authorized and directed to take all action necessary to implement this Resolution.

**SECTION III**

It is found and determined that all formal actions of this Board concerning or related to the adoption of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

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C. **WHEREAS**, in the interest of reconciling finances, the Treasurer has recommended that a transfer [or advancement] of funds be made by the Board of Education of the Little Miami Local School District (hereafter the "Board"); and

**WHEREAS**, the Treasurer has requested that the amount of \$25,000.00 be transferred [or advanced] from the General fund (001) to the EMIS fund (432).

REGULAR SESSION  
MAY 19, 2009

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE LITTLE MIAMI LOCAL SCHOOL DISTRICT, as follows:**

**SECTION I**

The Board hereby authorizes and approves the transfer [or advancement] of funds in the amount of \$25,000.00 from the General fund (001) to the EMIS fund (432) for the purpose(s) as stated above.

**SECTION II**

The Treasurer is authorized and directed to take all action necessary to implement this Resolution.

**SECTION III**

It is found and determined that all formal actions of this Board concerning or related to the adoption of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

ROLL CALL VOTE:

Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes

MOTION CARRIED.

**Resolution 09-48 Contracts**

Mrs. Grice moved and Mr. Cremeans seconded a motion to approve the following contracts:

<u>Company</u>	<u>Amount</u>	<u>Period</u>	<u>Type</u>	<u>Purpose</u>
Plattensburg CPA	\$26,500/year	06/20/2009-06/30/2013	Service	Financial Statement Audit
Strategic Management Solutions	\$900/instructional Building	2010-2012	Service	E-rate funding
Oasis Conference Center	\$11,000	05/07/2011	Social	High School Prom

ROLL CALL VOTE:

Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes

REGULAR SESSION  
MAY 19, 2009

MOTION CARRIED.

Resolution 09-49

Mrs. Hamburg moved and Mrs. Dunbar seconded a motion to adopt the following resolutions:

**A. Roof Repairs at Little Miami High School**

**WHEREAS**, the Board is engaged in the implementation of construction and repairs at Little Miami High School (the "Project"); and

**WHEREAS**, the following improvements are necessary at the High School prior to the start of the 2009-2010 school year: (1) Improvements to the roof at Little Miami High School (collectively the "Improvements"), which were found to be necessary after an inspection of the roof pursuant to Ohio Administrative Code Chapter 3701-54, otherwise known as Jared's Law; and

**WHEREAS**, the Improvements must be completed prior to September 1, 2009 or there would be an immediate hazard to the health, safety, and welfare of the students, visitors and personnel of the Board of Education of the Little Miami Local School District ("Board") resulting from construction and associated hazards that would impose a substantial risk and danger to the physical safety of students, visitors and personnel at the High School site; and

**WHEREAS**, Mays Consulting, the Board's roof inspection consultants, has identified and prepared technical specifications for the Improvements and has indicated via letter dated April 13, 2009 that if the Board were to follow the competitive bidding procedures of R.C. 3313.46, there would not be enough time to complete the Improvements prior to the start of the 2009-2010 school year as there is a six week lead time for obtaining necessary materials for the Improvements; and

**WHEREAS**, compliance with the procedures for the advertisement of bids prescribed by Section 3313.46 of the Revised Code would delay the commencement of the Improvements for an excessive period and threaten the health, safety, and welfare of the students, visitors and personnel of the Board.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Little Miami Local School District that:

**SECTION 1**

It is found and determined pursuant to section 3313.46 of the Revised Code that there is an urgent necessity for the Improvements.

## **SECTION II**

It is further found and determined that compliance with the procedures prescribed by Section 3313.46 of the Revised Code for the advertisement of bids for the Improvements would delay the commencement of the needed Improvements for an excessive period of time, pose an undue threat to the good working order of the school district, interfere with the start of the school year, and pose an undue threat to the health, safety, and welfare of the students, visitors and personnel of the Board at the High School site if the Improvements are not completed prior to September 1, 2009.

## **SECTION III**

The Treasurer of this Board is hereby authorized to procure proposals for the work described without strict compliance with the advertisement procedures of R.C. 3313.46. The Treasurer and Board President are also authorized to execute a contract with the company/entity that the Treasurer and Board President determine, in consultation with Mays Consulting, to be capable of performing the work for the Improvements in a timely fashion, within the prescribed budget of the Project. Upon execution of the contract, the work for the Improvements may begin immediately.

## **SECTION IV**

**IT IS FOUND AND DETERMINED** that all formal action of this Board of Education concerning or related to the adoption of this Resolution was adopted in an open meeting of this Board, and all deliberations of this Board that resulted in such formal action were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

## **SECTION V**

This Resolution shall be in full force and effect from and immediately after its adoption and shall supersede any prior resolution or act of this Board of Education which may be inconsistent with or duplicative of the provisions of this resolution.

### **B. Authorizing Issuance of Bond Anticipation Notes**

**WHEREAS**, pursuant to a resolution heretofore duly adopted by this board of education, an election was held on May 2, 2006 upon the question of issuing bonds in the sum of \$62,500,000 for the permanent improvements hereinafter described and of levying a tax outside of the ten-mill limitation to pay the principal of and interest on such bonds, of which election due notice was given according to law and at which election more than a majority of the electors voting on said proposition voted in favor thereof; and

REGULAR SESSION  
MAY 19, 2009

**WHEREAS**, the fiscal officer of this school district has heretofore certified to this board of education the estimated life of the permanent improvements hereinafter described as exceeding five (5) years and has further certified the weighted average maximum maturity of said bonds as twenty-eight (28) years; and

**WHEREAS**, this board of education previously issued its \$56,249,938.15 School Improvement Unlimited Tax General Obligation Bonds, Series 2006, dated as of June 29, 2006 (the "2006 Bonds") in order to get the various projects underway; and

**WHEREAS**, this board of education previously issued the remaining \$6,250,000 principal amount of bonds authorized by the voters in the form of bond anticipation notes; and

**WHEREAS**, said notes in the principal amount of \$6,000,000 are about to mature and should be renewed in the reduced principal amount of not to exceed \$5,990,000;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Little Miami Local School District, Warren and Clermont, Ohio:

**SECTION 1.** That it is necessary to issue and sell bonds of this board of education in a principal sum of not to exceed \$5,990,000 for the purpose of new construction, improvements, renovations and additions to school facilities, the acquisition of real property, providing equipment, furnishings, transportation equipment, communication technology improvements and site improvements therefore, including "financing costs" as defined in Section 133.01 of the Ohio Revised Code, under authority of and pursuant to the general laws of the State of Ohio, particularly Chapter 133 of the Ohio Revised Code.

**SECTION 2.** That bonds of this board of education shall be issued in said principal sum of not to exceed \$5,990,000 for the above-described permanent improvements under authority of the general laws of the State of Ohio, particularly the Uniform Public Securities Law of the Ohio Revised Code. Said bonds shall be dated approximately June 1, 2010, shall bear interest at a rate now estimated at five per centum (5%) per annum, and shall mature in substantially equal semiannual or annual installments over a period not exceeding twenty-eight (28) years after their issuance.

**SECTION 3.** That notes of this board of education shall be issued in anticipation of the issuance of said bonds in the principal sum of not to exceed \$5,990,000, which does not exceed the amount of the bonds remaining to be issued for the purpose aforesaid, under authority of the general laws of the State of Ohio, particularly the Uniform Public Securities Law of the Ohio Revised Code. Said notes shall be dated the date of issuance, shall bear interest at a rate of interest not to exceed five percent (5%) per annum as determined by the treasurer after negotiation (as evidenced by his execution of the notes) and without further action by this board of education, payable at maturity, and shall mature not later than twelve (12) months after the date of issuance. The notes shall

REGULAR SESSION  
MAY 19, 2009

be of such number and denomination as may be requested by the purchaser thereof, provided that the minimum denomination of the notes is \$100,000.

**SECTION 4.** That said notes shall specify on their faces the purpose for which they are issued and that they are issued in pursuance of this resolution and under authority of the general laws of the State of Ohio, particularly the Uniform Public Securities Law of the Ohio Revised Code. The notes shall be signed by the president and treasurer of this board of education, shall be designated "School Improvement Unlimited Tax General Obligation Bond Anticipation Notes, Series 2009", and shall be payable at such bank or trust company as is designated by the treasurer of this board of education.

The treasurer of the board of education is hereby authorized, if he determines that it would be in the best interest of the board of education, to issue the notes on a "book-entry-only" basis and to execute and deliver a letter of representation to the Depository Trust Company on behalf of the board of education in connection therewith.

**SECTION 5.** That said notes shall be sold to Fifth Third Securities, Inc., Cincinnati, Ohio (the Underwriters"), in accordance with its offer to purchase. The treasurer is hereby authorized to execute a contract of purchase with the Underwriters. The proceeds from the sale of said notes, except the premium and accrued interest, shall be used for the purpose aforesaid and for no other purpose; and any premium or accrued interest shall be transferred to the bond retirement fund to be applied to the payment of the principal of and interest on said notes in the manner provided by law.

**SECTION 6.** That said notes shall be the full general obligation of this board of education and the full faith, credit and revenue of this board of education are hereby irrevocably pledged for the prompt payment of the principal and interest at maturity. The par or discounted value to be received from the sale of the bonds anticipated by said notes and any excess funds resulting from the issuance of said notes, shall, to the extent necessary, be used only for the retirement of said notes at maturity, together with interest thereon, and are hereby pledged for such purpose.

**SECTION 7.** That for the purposes of providing the necessary funds to pay the interest and to retire said notes promptly when and as the same fall due, during the year or years while such notes run, there shall be levied on all taxable property in this school district in addition to all other taxes, a direct tax annually not less than that which would have been levied if bonds had been issued without the prior issue of said notes.

That said tax shall be and is hereby ordered computed, certified, levied and extended upon the tax duplicate and collected by the same officers in the same manner and at the same time that taxes for general purposes for each of said years are certified, extended and collected. Said tax shall be placed before and in preference to all other items and for the full amount thereof. These funds derived from said tax levies hereby required shall be placed in a separate and distinct fund, which shall be irrevocably pledged for the payment of the interest on a principal of said notes, or the bonds in anticipation of which said notes are issued, when and as the same fall due.



**SECTION 8.** That this board of education, for and on behalf of the Little Miami Local School District, hereby covenants that it will restrict the use of the proceeds of the notes hereby authorized in such manner and to such extent, if any, and take such other action as may be necessary, after taking into account reasonable expectations at the time the debt is incurred, so that they will not constitute obligation the interest on which is subject to federal income taxation or “arbitrage bonds” under Sections 103 (b) (2) and 148 of the Internal Revenue Code of 1986, as amended (the “Code”), and the regulations prescribed thereunder. The treasurer, or any other officer having responsibility with respect to the issuance of the notes, is authorized and directed to give an appropriate certificate on behalf of the school district, on the date of delivery of the notes, for inclusion in the transcript of proceedings, setting forth the facts, estimates and circumstances and reasonable expectations pertaining to the use of the proceeds thereof and the provisions of said Section 103 (b)(2) and 148 and regulations thereunder. The notes are “qualified tax-exempt obligations” for the purposes set forth in Section 265 (b)(3) of the Code.

**SECTION 9.** That it is hereby determined that all acts, conditions and things necessary to be done precedent to and in the issuance of said notes in order to make the same legal, valid and binding general obligation of this board of education, have been done, have happened and have been performed in regular and due form as required by law, and that the said issue of the notes and the tax for the payment of the principal and interest as the same fall due and are payable do not exceed any limitations in indebtedness or taxation as fixed by law.

**SECTION 10.** That the treasurer of this board of education be and is hereby directed to forward a certified copy of this resolution to the County Auditor of each county in which this school district is located, as required by law.

**SECTION 11.** That it is found and determined that all formal actions of this board of education concerning and relating to the adoption of this resolution were adopted in an open meeting of this board of education, and that all deliberations of this board of education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all the law.

**ROLL CALL VOTE:**

Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes

**MOTION CARRIED.**

REGULAR SESSION  
MAY 19, 2009

Resolution 09-50 Retirement Severance Payment

Mrs. Grice moved and Mrs. Hamburg seconded a motion to approve the retirement of Bob Reagan and the payment of his severance of \$8,431 payment in May and the remainder in January 2010 (less interest charged for the amount paid in May).

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes

MOTION CARRIED.

Resolution 09-51 School Support Organizations

Mrs. Hamburg moved and Mrs. Grice seconded a motion to approve the recognition of the following school support organizations:

Kaleidoscope  
LMXAA

ROLL CALL VOTE:

Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED.

Resolution 09-52 Five-Year Forecast

Mrs. Dunbar moved and Mr. Stern seconded a motion to adopt the five-year forecast as presented.

ROLL CALL VOTE:

Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes

MOTION CARRIED.

REGULAR SESSION  
MAY 19, 2009

Resolution 09-53 Donation

Mrs. Grice moved and Mr. Stern seconded a motion to accept the \$400.00 donation from the DeBra-Kuempel Mechanical-Electrical Company for the staff recognition dinner.

ROLL CALL VOTE:

Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes

MOTION CARRIED.

Resolution 09-54 Alternate Day Kindergarten Plan

Mrs. Dunbar moved and Mrs. Grice seconded a motion to proceed with an alternate day kindergarten program beginning with the 2009-2010 school year and to enter into contract talks with Goddard School representatives for the purpose of developing a contract for the Kindergarten Village and Latch Key services at Salem Township Elementary.

ROLL CALL VOTE:

Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes

MOTION CARRIED.

Resolution 09-55 Personnel

Mr. Cremeans moved and Mrs. Dunbar seconded a motion to approve the following personnel issues as submitted for the 2009-2010 school year. Employment is contingent upon the school system receiving the results of the mandated criminal records background check as required by O.R.C. 3319.311 which indicates that no conviction or pleas of guilty were entered into by any persons being employed:

**A. Adoption of the resolution to suspend certificated staff contracts in accordance with Article 29 of the negotiated agreement:**

**WHEREAS,** the Little Miami Local School District Board of Education (hereafter the "Board") has received a recommendation from the Superintendent of a needed reduction in force in the certificated staff due to financial reasons and the closing of schools; and

REGULAR SESSION  
MAY 19, 2009

**WHEREAS**, the Board has determined that a reduction in force in the certificated staff is necessary in accordance with the provisions of Article 29-Reduction in Force of the Negotiated Agreement; and

**WHEREAS**, the Board has complied with all applicable requirements of Article 29-Reduction in Force of the Negotiated Agreement to include timely notice to the affected members and timely notice to the Association.

**NOW, THEREFORE, BE IT RESOLVED** by the Little Miami Local School District Board of Education as follows:

### **SECTION I**

The following employment contracts shall be suspended indefinitely effective at the end of the current school year as a result of financial reasons and the closing of District schools in accordance with Article 29 of the Negotiated Agreement between the Board of Education and the Little Miami Teachers' Association:

Christina Simon                      Art Teacher at High School  
(Name)    (Position)

Tiffany Stofel                      Science Teacher at High School  
(Name)    (Position)

Kimberly Stites                      Science Teacher at High School  
(Name)    (Position)

Linda Mattingly                      Social Studies Teacher at High School  
(Name)    (Position)

Matt Suddendorf                      Music Teacher at High School  
(Name)    (Position)

Terri Viltrakis                      Art Teacher at High School  
(Name)    (Position)

Tiffany Ashley                      (.5) French Teacher at JHS/HS  
(Name)    (Position)

Rob Hatfield                      (.5) Spanish Teacher at JHS/HS  
(Name)    (Position)

Jim Williams                      Science Teacher at Junior High School  
(Name)    (Position)

Melissa Wood                      Math Teacher at Junior High School  
(Name)    (Position)

Rob Ryan                      Music Teacher at Junior High School  
(Name)    (Position)

Dan Koterba                      Physical Education at Junior High School  
(Name)    (Position)

Joan Lewis                      Art Teacher at Junior High School  
(Name)    (Position)

REGULAR SESSION  
MAY 19, 2009

<u>Jason Smith</u> (Name)	<u>Physical Education at Intermediate School</u> (Position)
<u>Laura Matson</u> (Name)	<u>Language Arts/Social Studies at IS</u> (Position)
<u>Stacey Allen</u> (Name)	<u>Art Teacher at Morrow Elementary</u> (Position)
<u>Victoria Iannelli</u> (Name)	<u>Music Teacher at Morrow Elementary</u> (Position)
<u>Amy Ehlers</u> (Name)	<u>(.5) Art Teacher at Butlerville Elementary</u> (Position)
<u>Tabitha Smith</u> (Name)	<u>(.5) Music Teacher at HS/Butlerville Elementary</u> (Position)
<u>Christina Kemper</u> (Name)	<u>Art Teacher at Maineville Elementary</u> (Position)
<u>Sara Harris</u> (Name)	<u>(.5) Kindergarten Teacher at Annex</u> (Position)
<u>Lisa Hoening</u> (Name)	<u>Spanish Teacher at JHS/HS</u> (Position)
<u>Mindy Lohrey</u> (Name)	<u>1<sup>st</sup> Grade Teacher at Maineville Elementary</u> (Position)
<u>Amy Luck</u> (Name)	<u>4<sup>th</sup> Grade Teacher at Salem Elementary</u> (Position)
<u>Julie Siekman</u> (Name)	<u>2<sup>nd</sup> Grade Teacher at Maineville Elementary</u> (Position)
<u>Christopher Temar</u> (Name)	<u>Math Teacher at High School</u> (Position)
<u>Whitney Sagraves</u> (Name)	<u>3<sup>rd</sup> Grade Teacher at Maineville Elementary</u> (Position)
<u>Craig Wolfe</u> (Name)	<u>Language Arts/Social Studies Teacher at IS</u> (Position)
<u>Sandra Wozniak</u> (Name)	<u>3<sup>rd</sup> Grade Teacher at Maineville Elementary</u> (Position)
<u>Margaret Zielaski</u> (Name)	<u>2<sup>nd</sup> Grade Teacher at Maineville Elementary</u> (Position)

**SECTION II**

The Superintendent shall provide notice of these contract suspensions to the affected employees as soon as possible and said notice shall include notice that the affected employees have a right to recall in accordance with Article 29E. of the Negotiated Agreement.

**SECTION III**

**IT IS FOUND AND DETERMINED** that all formal actions of this Board concerning or related to the adoption of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

**B. Adoption of the resolution to suspend classified staff contracts in accordance with Article 13 of the negotiated agreement:**

**WHEREAS**, the Little Miami Local School District Board of Education (hereafter the "Board") has received a recommendation from the Superintendent of a needed reduction in force in the classified staff due to financial reasons and the closing of schools; and

**WHEREAS**, the Board has determined that a reduction in force in the classified staff is necessary in accordance with the provisions of Article 13- Reduction in Force of the Negotiated Agreement; and

**WHEREAS**, the Board has complied with all applicable requirements of Article 13-Reduction in Force of the Negotiated Agreement to include timely notice to the affected members and timely notice to the Association.

**NOW, THEREFORE, BE IT RESOLVED** by the Little Miami Local School District Board of Education as follows:

**SECTION I**

The following employment contracts shall be suspended indefinitely effective at the end of the 2008-2009 contract year as a result of financial reasons and the closing of District schools in accordance with Article 13 of the Negotiated Agreement between the Board of Education and OAPSE Local 516:

<u>Denise Peters</u> (Name)	<u>Classroom Aide Salem Twp Elementary</u> (Position)
<u>Christina Barnett</u> (Name)	<u>Special Education Aide Salem Twp Ele</u> (Position)
<u>Dana Kilgore</u> (Name)	<u>Special Education Aide at Morrow Ele</u> (Position)
<u>Julie Riepenhoff</u> (Name)	<u>Library Aide at JHS/HS</u> (Position)
<u>Judy Neal</u> (Name)	<u>Library Aide at JHS/HS</u> (Position)

REGULAR SESSION  
MAY 19, 2009

<u>Jeff Peters</u> (Name)	<u>In-School Suspension Aide at HS</u> (Position)
<u>Teresa Volkerding</u> (Name)	<u>Teacher Aide at Morrow Elementary</u> (Position)
<u>Cher Whitacre</u> (Name)	<u>Secretary at Morrow Elementary</u> (Position)
<u>Cara Hageman</u> (Name)	<u>Secretary at Maineville Elementary</u> (Position)
<u>Connie Gaylor</u> (Name)	<u>Secretary at Salem Twp Elementary</u> (Position)
<u>Tammy Thompson</u> (Name)	<u>Clinic Aide at High School</u> (Position)

**SECTION II**

The Superintendent shall provide notice of these contract suspensions to the affected employees as soon as possible and said notice shall include notice that the affected employees have a right to recall in accordance with Article 13, Section 2 of the Negotiated Agreement.

**SECTION III**

**IT IS FOUND AND DETERMINED** that all formal actions of this Board concerning or related to the adoption of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

**C. Resolution to Suspend Classified Exempted Staff Contracts in Accordance with Ohio Revised Code §3319.171**

**WHEREAS**, the Little Miami Local School District Board of Education (hereafter the “Board”) has received a recommendation from the Superintendent of a needed reduction in force in the classified staff due to financial reasons and the closing of schools; and

**WHEREAS**, the Board has determined that a reduction in force in the classified staff is necessary in accordance with Ohio Revised Code §3319.171 and

**WHEREAS**, the Board has complied with all applicable requirements of Ohio Revised Code §3319.171.

**NOW, THEREFORE, BE IT RESOLVED** by the Little Miami Local School District Board of Education as follows:

### SECTION I

The following employment contracts shall be suspended indefinitely effective at the end of the 2008-09 contract year as a result of financial reasons and the closing of District schools in accordance with Ohio Revised Code §3319.17:

<u>Laura Short</u> (Name)	<u>Secretary at Central Office</u> (Position)
<u>Dawn Shank</u> (Name)	<u>Accounts Payable/Receivable-Central Office</u> (Position)
<u>Nancy Journeyay</u> (Name)	<u>Central Registrar at Central Office</u> (Position)
<u>Lisa Knodel</u> (Name)	<u>Community Relations at Central Office</u> (Position)

### SECTION II

The Superintendent shall provide notice of these contract suspensions to the affected employees as soon as possible and said notice shall include notice that the affected employees have a right to recall in accordance with Ohio Revised Code §3319.171.

### SECTION III

**IT IS FOUND AND DETERMINED** that all formal actions of this Board concerning or related to the adoption of this Resolution were adopted in an open meeting of the this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

#### CERTIFIED PERSONNEL – RESIGNATIONS/RETIREMENTS

Pam Morris – resigns for the purpose of retirement effective June 30, 2009  
Tony Marchione – resigns for the purpose of retirement effective June 30, 2009

#### CERTIFIED PERSONNEL – REQUEST FOR LEAVE OF ABSENCE

Erin Dipzinski – requests maternity leave of absence effective May 18, 2009

#### CERTIFIED PERSONNEL – CHANGE IN ASSIGNMENT

Lisa Koch – currently full-time English teacher at the High School is changed to 80% at the High School.

#### SUBSTITUTE CERTIFIED STAFF

Heather Stanifer—student teacher at Maineville Elementary  
Solomon Wilburn—long-term substitute for Erin Dipzinski

#### CLASSIFIED PERSONNEL – RESIGNATIONS/RETIREMENTS

Sharon Ward – bus driver resigns for the purpose of retirement effective May 29, 2009

#### CLASSIFIED PERSONNEL – EMPLOYMENT FOR SUMMER HELP

Sam Burton - Maintenance  
Mark Short - Maintenance  
Lisa Wiles – Maintenance  
David Florea – Bus Cleaning  
Cindy Smith – Bus Cleaning  
Alicia Reynolds – Maintenance  
Brian Vick – Maintenance



REGULAR SESSION  
MAY 19, 2009

Nicole Bowman – Bus Cleaning  
Rick Tudor – Bus Cleaning  
Jeanette Younkers – Bus Cleaning  
Rob Hatfield – Tech Support

**VOLUNTEERS**

Joseph Dennis – Volunteer Boys Soccer Coach  
Michelle Franer – Observations for testing at Maineville Elementary

**SUPPLEMENTAL CONTRACTS EMPLOYMENT**

All available supplemental contract positions have been offered and advertised and that no qualified licensed individual has accepted the position or that a person holding a license is not qualified to serve in the designated position and the position may be offered to a non-licensed person.

Christopher Kabbes—employ as Percussion Director for the 2008-2009 school year

**SUPPLEMENTAL CONTRACTS RESIGNATIONS**

Stephanie Pennix – resigns as Junior Varsity Volleyball Coach

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes

MOTION CARRIED.

**Resolution 09-56 Special Education (Multiple Handicapped) Position**

Mrs. Grice moved and Mrs. Dunbar seconded a motion to approve the addition of a new Special Education position for multiple handicapped students for the 2009-2010 school year to be filled by Mr. Dan Schafer from the reduction-in-force list.

ROLL CALL VOTE:

Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED.

**Resolution 09-57 Administration of Medication Policy**

Mrs. Dunbar moved and Mr. Stern seconded a motion to adopt the Administration of Medication Policy as submitted:

REGULAR SESSION  
MAY 19, 2009

1. Whenever possible medication required by a student should be administered by the parent/guardian before or after school hours.
2. Prescription and non-prescription medications are not to be given without an AUTHORIZATION FOR THE ADMINISTRATION OF MEDICATION BY SCHOOL PERSONNEL is completed in full by the parent/guardian and the licensed prescriber. This form is valid for the current school year only. Students will be permitted to bring to school cough drops/lozenges or Tums/Rolaids without any authorization from the parent or physician.
3. Only those personnel designated by the building administration who have completed the Administration of Medication Module and successfully passed the written test may administer medication to students. "Subdelegating" the administration of medication by designated personnel is prohibited. Parents or a person they designate may come to school and administer medication to student within the area designated by the school administrator.
4. No person who has been designated by the Board to administer medications to students and who has a signed AUTHORIZATION FOR THE ADMINISTRATION OF MEDICATION BY SCHOOL PERSONNEL prior to giving the medication is liable for administering or failing to administer the medication, unless the designated person acts in a manner which constitutes "gross negligence or wanton or reckless misconduct."
5. Persons employed by the Board are not required to administer a medication to a student unless a Board regulation establishes a requirement; furthermore, the Board shall not require an employee to administer a medication to a student if the employee objects, on the basis of religious convictions, to administering the medication.
6. Medication must be received in the original container in which it was purchased or dispensed by the licensed prescriber or pharmacist and have an attached label identifying the student's name, name of medication, dosage, route of administration, and the time interval for administration.
7. Medication will be stored in a designated, **locked** storage place. Medications requiring refrigeration will be stored in a refrigerator located in an area **not** commonly used by students.
8. Before as needed medications are administered, the time the student last received the medication should be determined. Unless the school nurse has authorized self-reporting by the student, the parent should be notified of the presenting signs and symptoms before the as needed medication can be given.

REGULAR SESSION  
MAY 19, 2009

9. Before a student can carry an inhaler or auto-injector medication on their person for self-administration, they must have written directions for self-administration and a statement attesting to the student's competence in self-care by the licensed prescriber.
10. The person who administered the medication to the student must account for each dose of medication administered on the ADMINISTRATION OF MEDICATION documentation log.
11. The school nurse should be notified immediately of any student who develops a pattern of inconsistently reporting for his/her medication or stops reporting altogether.
12. If at any time a medication error occurs the person administering the medication must immediately notify the parent, administrator, school nurse and student's physician. A MEDICATION INCIDENT form must also be completed and given to the school nurse.
13. At the end of the school year or upon discontinuation of a medication, the parent will be notified to pick up the unused medication. Any medication not claimed will be destroyed under the supervision of the school nurse.
14. All students with auto-injector medications will have an Emergency Health Care Plan on file.
15. All information regarding student health and medical conditions will be kept confidential.

ROLL CALL VOTE:

Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes

MOTION CARRIED.

Resolution 09-58 Teacher Job Description

Mrs. Grice moved and Mrs. Dunbar seconded a motion to adopt the updated Teacher job description as submitted:

**Position:** Teacher

**Reports to:** Principal

**Employment Status:** Regular/Full time

**Contract Days:** Per negotiated contract

REGULAR SESSION  
MAY 19, 2009

**FLSA Status:** Exempt

**Bargaining Unit:** LMTA

**Qualifications:**

- Bachelor's Degree
- Appropriate state of Ohio certification/license
- Acceptable BCII report and FBI report
- Alternative to the above qualifications as the Superintendent or Board of Education may find appropriate.
- Strong team player
- Energetic self-starter

**General Description:** Provides instructional and related programs by preparing, planning, understanding, and applying effective professional teaching methods, and maintains effective pupil, parent, school, district, and community relationships.

**Essential Functions:**

- Ensure the safety of students and staff
- Follow the adopted curriculum
- Become familiar with relevant aspects of student's background knowledge and experiences
- Articulate clear learning goals for the lesson that are appropriate to the students
- Demonstrate an understanding of the connections between the content that was learned previously, the current content, and the content that remains to be learned in the future.
- Create or select teaching methods, learning activities, and instructional materials or other resources that are appropriate to the students and that are aligned with the goals of the lesson
- Create a climate that promotes fairness
- Establish and maintain rapport with students
- Communicate challenging learning expectations to each student
- Establish and maintain consistent standards of classroom behavior
- Make the physical environment as safe and conducive to learning as possible
- Make learning goals and instructional procedures clear to students
- Make content comprehensible to students
- Encourage students to extend their thinking
- Monitor student's understanding of content through a variety of means providing feedback to students to assist learning, and adjusting learning activities as the situation demands
- Use instructional time effectively
- Reflect on the extent to which the learning goals were met
- Demonstrate a sense of efficacy

REGULAR SESSION  
MAY 19, 2009

- Build professional relationships with colleagues to share teaching insights and to coordinate learning activities for students.
- Communicate with parents or guardians about student learning
- Seek out resources and interventions for students who are not making progress
- Provide services as outlined in the students' IEP, WEP, 504, and/or Intervention Plan
- Serve on committees as requested
- Assist in the supervision of bus, cafeteria, recesses, or other duties as assigned
- Maintain respect at all times for confidential information, e.g., student files, IEP, WEP, 504, multi-factored evaluation, psychological testing, state test score, medical record, and personnel files
- Maintain a positive and effective rapport with staff, students, parents, community members, and administration
- Use tact and diplomacy when dealing with the public
- Promote good public relations via personal appearance, attitude, and conversation
- Cooperate with supervisory staff to improve instructional procedures and the learning environment
- Respond to routine questions and requests in an appropriate manner
- Attend meetings and in-services as required
- Demonstrate regular attendance in the interest of consistent instruction
- Serve as a role model for students
- Pursue professional growth through reading, professional learning communities, additional coursework, seminars, workshops, etc.
- Carry out and enforce Board policy

**Other Duties and Responsibilities:**

- Perform other duties as assigned by Principal, Superintendent, or designee

**Required Knowledge, Skills, and Abilities:**

- Ability to demonstrate knowledge of social, emotional, and academic research in regards to student learning
- Ability to demonstrate knowledge of overall instructional methodology
- Ability to demonstrate content knowledge
- Ability to work effectively with groups of students
- Ability to work effectively with unruly or angry students and adults
- Ability to work effectively with peers
- Ability to work effectively independently
- Ability to demonstrate effective, active listening skills
- Ability to demonstrate organizational and problem solving skills
- Ability to communicate effectively with all types of people
- Ability to be flexible and adaptable to changing situations

REGULAR SESSION  
MAY 19, 2009

**Equipment Operated:**

- Telephone
- Computer/printer
- Audio-Visual (tape recorder, TV, Smart Board, VCR, DVD, etc.)
- Laminator
- Book Binder
- Die Cut
- Equipment specific to content i.e. science labs, cooking labs, life skills

**Additional Working Conditions:**

- Occasional exposure to blood, bodily fluids, and tissue
- Occasional interaction among unruly children
- Occasional operation of a vehicle in inclement weather conditions, ie., being prepared to come to work on all work days except calamity days
- Occasionally lift, carry, push, and pull various items up to a maximum of 40 pounds and 100 pounds on wheels
- Frequent repetitive hand motion, e.g., computer keyboard, typing, calculator, writing
- Regular requirement to sit, stand, walk, talk, hear, see, read, speak, reach, stretch with hands and arms, crouch, climb, kneel, and stoop
- Occasional evening, weekend, and summer work

ROLL CALL VOTE:

Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes

MOTION CARRIED.

Resolution 09-59 Destination Imagination Stipends

Mrs. Dunbar moved and Mr. Cremeans seconded a motion to pay a stipend for fulfilling their duties for the Destination Imagination Program to the following people:

Debra Davidson - \$500 (Team Manager)  
Diane Franklin - \$500 (Team Manager)  
Leslie Papali - \$500 (Team Manager)  
Paul Papali - \$500 (Team Manager)  
Katie Ramsdell - \$1,000 (Program Manager)

ROLL CALL VOTE:

Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes

REGULAR SESSION  
MAY 19, 2009

MOTION CARRIED.

Resolution 09-60 Class of 2009 Graduates

Mr. Cremeans moved and Mrs. Grice seconded a motion to approve the submitted list of potential graduates for the Little Miami High School Class of 2009 pending that all graduates have completed all state and local requirements as set forth by the Little Miami Board of Education and the Ohio State Board of Education.

Alexander Abel	Joshua Couzins	Jeffrey Gregg	Amanda Lewis
Chelsea Achtermann	Cassandra Cox	Robert Grote	Ethan Loomis
Jacob Adams	Kevin Cozzens	Elisha Gud	Brytt Lucas
Sydney Adams	Matthew Cremeans	Erin Habbyslaw	Miranda Lugo
Jefferson Adams	Brandy Crist	Christopher Harris	Kadi Lumley
Svetlana Agapova	Kimberly Crow	Ryan Harrison	Joshua Lykins
Emily Agricola	Erika Cyphers	Jessica Hastings	Lainey Mallin
Christian Albertson	Isabella Damas	Erin Hawley	Ashley Marnocha
Kaitlin Alexander	Jordan Davenport	Savanna Hayes	Courtney Mason
Christine Ames	Robert Davis	Ashley Hehl	Alexis Mattan
Allison Andry	Chad Decker	Toria Hempel	Dylan McCracken
Hillary Appel	Abigail Diss	Ashley Henn	Kelsey McGee
Kara Arledge	Robert Donahoe	Jeffrey Hickman	Lacey McIntyre
Dempsey Arnett	Cory Donnini	Bo Hoffman	Chelsea McKeehan
Anna Ash	Kathryn Dooley	Rachel Holliday	Ethan McNeil
Katherine Avalos	Caroline Dufresne	Megan Hoover	Joseph McPeters
Steven Baase	Shane DuKorn	Zachry Howard	Nathaniel McVay
Kristen Ballinger	Ian Duncan	Cassie Huff	Andrew Mee
Anthony Beatty	Christopher Durham	Nolan Huff	Shannon Meiers
Danielle Bechtel	Kathy Durham	Tiffany Huffer	Ashley Metz
Mark Beerse	Zachary Eckles	Hannah Hull	Caitlin Meyers
Chance Benner	Zachary Edwards	Cameron Hunter	Morgan Montag
Jessica Bennett	Katherine Ellerhorst	Chanel Huntley	Melody Montano
Jamieson Benoit	Alison Ellis	Jarred Hurst	Cassidy Morton
Troy Berger	Meghan Ellis	Tyler Hutchens	Brittany Mowen
Ashley Berta	Shawn Engel	Amanda Ihnat	Samantha Mueller
Chelsea Boatrite	Neil Ertel	Jesse Ingels	Jessica Mullins
Ryan Boos	Gregory Estep	Dorothy Johnson	Emily Naylor
Victoria Bower	Andrew Evans	Hannah Johnson	Felicia Newman
Thomas Bracey	Alexandra Farmer	Connor Jones	Tiffany Nichols
Kelsey Broemsen	Richard Farmer	Anthony Jones	Samuel Nichols
Champ Brown	Samuel Faulkner	Brittany Jump	Mariya Nischenko
Caleb Bryant	Justin Fisher	Samantha Kaelbli	Cody Nugent
Andrea Bullimore	Carrington Fite	Courtney Kaesemeyer	David Nystrom
Michael Burden	Kaleb Flem	Cory Keck	Audrey Obholz
Brittany Burke	Lauren Florea	Danielle Keith	Donald Oeder
Chelsea Burns	Daniel Foster	Travis Kemp	Timothy Osborn
Paul Butt	Cody Fox	Ashley Kenser	Jeffrey Page
Sarah Callahan	Dylan Freeze	Samantha Kidder	Briana Parker
Eric Calloway	Taylor Frommeyer	Suzanne Kilburn	Alyssa Pennington
Emily Capella	Rachel Gallagher	Kevin Kimbrell	Cassie Perdue
Kristina Carmack	Katherine Garn	Cassandra Klafter	Kevin Perkins
Leslie Carson	Jeremy Gay	Elizabeth Klein	Sarah Phelan
Brandon Casey	Kyle Gephart	Jaclyn Koehler	Laura Plikerd
Jonathan Cecil	Kacie Giffin	Kathryn Kostich	Kayla Potzick
Brittany Chadwell	Craig Gilbert	Marissa Kruthaup	Brittany Ralph
Salvatore Clemente	Michael Gladwell	Nicholas Krutka	Christopher Rayburn
Erika Cliett	Christian Glass	Ilya Kryzhanovskiy	Kelsey Reichling
Tiffany Clifton	Tesia Glorius	Dustin Kuebler	Lauren Reichling
Brittany Colwell	Kayla Goode	Devan Kurilko	Ashley Riley
Cody Contner	Ronald Goode	Dustin Kurilko	Olga Rivkin
Jennifer Cooley	Caitlin Gooden	Heather Lamb	Rodney Roark
Krsiten Cooley	Cody Gooden	Kassandra Landacre	Casey Roberts
Richard Coomer	Stephanie Graham	Lisa Lanham	David Roberts
Sarah Copeland	Zoe Graham	Daniel Lape	Katie Rothwell
Chad Cornett	Fredrick Greene	Thomas Lawson	Kimberly Rothwell

REGULAR SESSION  
MAY 19, 2009

Jennifer Sanders  
Kaitlynn Schneider  
Sara Schuff  
Zachary Schulz  
Lindsey Shackelford  
Thomas Shackelford  
Sarah Shaneyfelt  
Kevin Sharp  
Cory Shirey  
Cristin Sholder  
Gabriele Simeliunaite  
Corine Sponcia  
Christopher Spurling  
Zachary Stephenson  
Stephen Stine  
Nathan Stites  
Katlin Suekoff  
Tiffany Swader  
Joshua Swearingen  
Aaron Swim  
Jennifer Szekely  
Christina Taylor  
Samantha Tenhover  
Nicole Theobald

Amanda Thompson  
Chase Thompson  
Alexander Thornbury  
Olivia Thornton  
Summer Titus  
Philip Turner  
Anissa Twiddy  
Jacob Vangoey  
Clinton Vearil  
Sarah Volkerding  
Brandon Voris  
Andrew Waits  
Clayton Weatherly  
Amanda Weddle  
Derrick West  
Dillon West  
Mary West  
Krystiana Wetzel  
Alix Whalen  
Kelli Whitacre  
Kyle Whitehead  
Casey Williams  
Michele Williamson  
Dustin Wilson

Jordan Wilson  
Jennifer Wood  
Meghan Yeary  
Brandon Yeazel  
Inna Zhivotkov  
Daniel Zimmerman

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes

MOTION CARRIED.

Information Items

Mr. Jim Dunbar gave an overview of the Business Advisory Committee.

Community Comments

Several community members spoke.

Executive Session

Mrs. Grice moved and Mr. Cremeans seconded a motion to enter executive session for the purpose of discussing employment of public employees.

ROLL CALL VOTE:

Mr. Stern	Yes
Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED.

The Board entered executive session at 9:10 p.m.



REGULAR SESSION  
MAY 19, 2009

Return to Regular Session

Mrs. Dunbar moved and Mrs. Hamburg seconded a motion to return to regular session.

ROLL CALL VOTE:

Mrs. Dunbar	Yes
Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes

MOTION CARRIED.

The Board returned to regular session at 10:14 p.m.

Adjournment

Mrs. Grice moved and Mr. Stern seconded a motion to adjourn the meeting.

ROLL CALL VOTE:

Mrs. Hamburg	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Dunbar	Yes

MOTION CARRIED.

The meeting adjourned at 10:15 p.m.

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Mike Cremeans, President

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Shaun Bevan, Treasurer