

LITTLE MIAMI LOCAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
MAY 21, 2013
7 P.M.

The Board of Education of the Little Miami Local School District, Warren County, Ohio met in regular session on May 21, 2013 at 7 p.m. in the auditorium of Little Miami High School, 3001 U.S. 22 & 3, Morrow OH 45152.

Call to Order and Roll Call

Mrs. Black called the meeting to order at 7:03 p.m.

ROLL CALL:

Mrs. Black	Present
Ms. Journey	Present
Mr. Haas	Present
Mrs. Grice	Present
Mr. Cremeans	Present

Others in attendance were: Greg Power; Pam Coates; Marla Timmerman, Melinda Briggs, Regina Morgan, Gene Blake, Ryan Cherry, Maryann Duffy, Brian Dalton, Cathy Trevathan, Wayne Lyke, Dorothea Casselman, Bobbi Allen, Marci Goodrich, Nona Cress.

Adopt the Agenda

Mrs. Grice made a motion to adopt the amended agenda. Mr. Cremeans seconded.

ROLL CALL VOTE:

Ms. Journey	Yes
Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes

MOTION CARRIED

Reading of Minutes

Mr. Haas made a motion to approve the minutes from the March 19, 2013 regular meeting. Mrs. Journey seconded.

ROLL CALL VOTE:

Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journey	Yes

MOTION CARRIED

Communications and/or Visitors to the Board

Mr. Power presented a 2013-2014 staffing plan to the Board. This plan showed areas of need in terms of staff, and spelled out a long-term plan to use existing staff and hire new staff to fulfill those needs. The biggest change for next year, he said, would be the addition of an elementary assistant principal at Salem Twp. site.

Mr. Power also presented to the Board a collection of several proposed calendars for the 2014-2015 school year. Each calendar had a different configuration, whether it was the start and end dates, breaks, etc. He said that he would be bringing his recommendation for one of the calendars for the Board's approval at the next meeting.

Mr. Haas and Mr. Cremeans gave a brief update on the most recent Board listening session. They said that the event went well and that there was a lot of turnover in the people who dropped in. Both said they would like to continue these events and visit new venues beginning in the fall.

Mr. Power discussed the proposed renovations to the HVAC system at the Salem Twp. site. He said a request for bids ad would be running in the newspaper and asked that the board to set a special meeting on June 4 to award the bids. The meeting was set for 6 p.m. in the high school media center.

Mr. Gonda then discussed the pay-to-participate model for the 2012-2013 school year. He said that the numbers of students participating in athletics this year was encouraging. He said Little Miami had 123 more students participate in athletics than last year, 79 of those at the junior high level. He also said that the district had 35 open enrollment students and several students who attended online school in the past return this year. This resulted in about \$330,000 in revenue that the district did not have last year. He recommended keeping the pay-to-participate fees at the same rate for next year and monitoring the results.

Presentation of Five-Year Forecast from Ohio Auditor of State

Anna Mary Thomas from the Auditor of State's office made a presentation on Little Miami's fiscal emergency termination report. She said the district had implemented solutions for all of the comments in the accounting methods report and therefore another two years of monitoring would not be required. She congratulated the district on accomplishing this.

She also said that her office had completed the district's five-year forecast and at the end of five years, the district is projecting a carryover balance of around \$14 million. The adoption of this five-year forecast is one of the final steps for the district to be released from fiscal emergency, which will officially take place the following night at the final state commission meeting on May 22. She congratulated the district for all of its hard work throughout this process.

REGULAR SESSION
5/21/2013

Adoption of the Five-Year Forecast

Mrs. Grice made a motion to adopt the five-year forecast for the Little Miami Local School District as presented. Mr. Cremeans seconded.

ROLL CALL VOTE:

Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journey	Yes
Mr. Haas	Yes

MOTION CARRIED

Financial Reports

Mr. Cremeans made a motion to approve the financial reports for April 2013. Mrs. Journey seconded.

ROLL CALL VOTE

Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journey	Yes
Mr. Haas	Yes
Mrs. Grice	Yes

MOTION CARRIED

Approval of Contracts

Mrs. Grice made a motion to approve the following contracts. Mr. Cremeans seconded.

COMPANY	AMOUNT	PERIOD	TYPE	PURPOSE
The Goddard School	Receive \$2/day for ea. student	Aug. 1, 2013- July 31, 2014	Service	Supplemental educational services
Toddler Time	Receive \$2/day for ea. student	Aug. 1, 2013- July 31, 2014	Service	Latch Key Program
ACE Digital Academy	\$1000 set up fee; \$150/student	June 1, 2013- June 30-2014	Service	On-line course offerings

ROLL CALL VOTE

Mrs. Black	Yes
Ms. Journey	Abstain
Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED

REGULAR SESSION

5/21/2013

Fifth Grade English Language Arts Curriculum

Mr. Cremeans made a motion to approve the purchase of the Journeys English language arts curriculum materials for 5th grade at a cost of \$40,188.23. Mrs. Journey seconded.

ROLL CALL VOTE

Ms. Journey	Yes
Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes

MOTION CARRIED

2013-2014 School Fees

Mrs. Grice made a motion to approve the schedule of school fees for the 2013-2014 school year. Mr. Cremeans seconded.

ROLL CALL VOTE

Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journey	Yes

MOTION CARRIED

Personnel

Mr. Cremeans made a motion to approve the following personnel issues with employment contingent upon the school system receiving the results of the mandated criminal records background check as required by the O.R.C. 3319.311 which indicates that no conviction or pleas of guilty were entered into by any persons being employed. Mr. Haas seconded.

CERTIFIED PERSONNEL – LEAVE OF ABSENCE

Kim Ksander, teacher, Butlerville, maternity leave, eff. approx. 9/25/2013-11/18/2013

CERTIFIED PERSONNEL – EMPLOYMENT ONE-YEAR CONTRACT

Kathie O’Callaghan, preschool teacher, step 1 (replacement)

Patrick Clark, elementary music teacher, step 1 (replacement)

CERTIFIED PERSONNEL – EXTENDED DAYS

Pamela Coates – Federal Grant/CCIP, 15 extended days

Jennifer Dafoe, Tammy Martin, Brandy Phillips – LMHS counselors, 15 extended days

Andrea Wall – LMJH counselor, 15 extended days

Dawn Gasper – LMIS counselor, 10 extended days

CERTIFIED PERSONNEL – SUBSTITUTE EMPLOYMENT

Genevieve Leesemann

REGULAR SESSION

5/21/2013

CLASSIFIED PERSONNEL – RESIGNATION

Michelle Julien, special education aide, effective April 26, 2013

Kathie O’Callaghan, preschool aide, effective June 6, 2013

Jason Taulbee, bus driver, effective May 3, 2013

CLASSIFIED PERSONNEL – EMPLOYMENT

Bekka Isaacs – preschool aide, step 0

Jessie Taulbee – preschool aide, step 0

Sherry Carrell – preschool aide, step 1, \$12.84/hr

Danielle Shank – preschool aide, step 4, \$14.84/hr

CLASSIFIED PERSONNEL – LEAVE OF ABSENCE

Rhonda Kroener, effective for the 2013-2014 school year

Dave Florea, half a day from approximately 4/1/13 to 5/31/13

Brigid Adams, effective for the 2013-2014 school year

CLASSIFIED PERSONNEL – SUBSTITUTE EMPLOYMENT

Melissa Stiles, substitute bus aide

Jason Taulbee, substitute bus driver

Julie A. Wright, substitute custodian

Shayla Donley, substitute custodian

CLASSIFIED PERSONNEL – SUMMER EMPLOYMENT

Jennett Younkens, Karen Clayton, Jason Cefaratti, Mary Kamps -- Bus cleaners

Larry Griffin, Mark Sage -- Steam cleaners/mechanic helper

Sam Burton, Rick Tudor, Mark Short – Grass mowers

Lisa Wiles, Darlene Bullock – Painters

SUPPLEMENTAL PERSONNEL -- EMPLOYMENT

Karen Osborne, summer school, \$2,000 stipend

Jennifer Horvath, sum. school teacher \$20/hr

Ashley Stall, sum. school teacher, \$20/hr

Gina Woods, LPDC chair (Salem)

Rick Lovins, LPDC Teacher Rep (HS)

Kelly McKinley, LPDC Teacher Rep (Salem)

Maryann Duffy, LPDC Admin Rep (Salem)

Pamela Coates, LPDC District Rep (HB)

SUPPLEMENTAL PERSONNEL – EMPLOYMENT

Craig Eckstein, LMHS cross country coach

Eric Bond, volunteer LMHS cross country coach

Bob Stegemoller, LMHS women’s golf coach

Josh Chasteen, LMHS men’s golf coach

Kim Koterba, Varsity women’s soccer coach

Samantha Arnett, JV women’s soccer coach

Heather Hils, Freshman women’s soccer coach

Joe Dennis, Varsity men’s soccer coach

Rob Chapman, ½ JV men’s soccer coach

Kyle Smiddy, ½ JV men’s soccer coach

Eby Duffresne, LMHS women’s tennis

Mason Boulton, Varsity volleyball coach

Emma Lawrence, JV volleyball coach

Jessica Foxbower, volunteer JV volleyball coach

Ann Buscher, 8th grade girls’ volleyball coach

Ali Fisher, 7th grade girls’ volleyball coach

Rusty Hubbard, Varsity assist. football coach

Rocky Hubbard, Varsity assist. football coach

Randy Hubbard, Varsity assist. football coach

Jessie Hubbard, Varsity/JV assist. football coach

Mike Craig, Freshman football coach

Sam Ricketts, 8th grade football coach

Mike Frith, 7th grade football coach

Dave Florea, site manager

Ali Fisher, Junior High athletic director

Chelsea Rose, Junior High cheer coach

Meghan O’Brien, Junior High cheer coach

SUPPLEMENTAL PERSONNEL – CHANGE IN EMPLOYMENT

Ali Fisher, from ½ track supplemental to full track supplemental

Abby Gelhaus, from ½ track supplemental to full track supplemental

REGULAR SESSION

5/21/2013

EXEMPTED PERSONNEL – TRANSFER

Erica Kramer, transfer from exempted position-LMHS principal to certified teaching position-LMJH mat teacher at Master’s+20, Step 23, \$68,819

SUPPLEMENTAL POSITIONS – EMPLOYMENT

Ira Madden, Junior High football coach

SUPPLEMENTAL POSITIONS – RESIGNATION

Heather Hils, JV soccer coach

ROLL CALL VOTE:

Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journeyay	Yes
Mr. Haas	Yes

MOTION CARRIED

2013-2014 Little Miami Staffing Program Plan

Mrs. Journeyay made a motion to approve the staffing plan for the 2013-2014 school year. Mrs. Grice seconded.

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journeyay	Yes
Mr. Haas	Yes
Mrs. Grice	Yes

MOTION CARRIED

Class of 2013 Graduates

Mrs. Journeyay made a motion to approve the list of candidates for graduation for the Little Miami High School Class of 2013, pending completion of all state and local requirements as set forth by the Little Miami Board of Education and the Ohio State Board of Education. Mr. Cremeans seconded.

Paige	Abbott	Grant	Beel	Hannah	Borden
Alex	Abraham	Shayna	Behnen	Camie	Bourne
Ashley	Adams	Blake	Belanger	Michael	Bower
Alaa	Alghalaeini	Jason	Bell	Stephen	Bowling
Jamie	Anderson	Tyler	Belmont	Dakota	Bowman
Aly	Balser	Avery	Bitzer	Christian	Brinkman
Alex	Barbeau	Colleen	Bitzer	Emilie	Brock
Abby	Beckman	Alexandra	Blake	Bethany	Brose

REGULAR SESSION

5/21/2013

Trevor	Brown	Emily	Grindstaff	Joelle	Kissel
Bradley	Burlile	Tyler	Habbyshaw	Alexandria	Kolar
Carly	Butler	Tyler	Haggard	Dylan	Kreitzer
Andrew	Byrd	Hunter	Haley	Aaron	Kroener
Matthew	Byrd	Maryiah	Haley	Brady	Kuntz
Kailee	Cain	Lauren	Hall	Samuel	Lakes
Shaun	Cain	Kelsey	Harrison	Shawn	Lansdell
Casey	Chacon	Emily	Hartman	Nancy	LeChuga
Nathan	Chaney	Nicholas	Hauser	Robert	Ledford
Lindsay	Christophel	Kyle	Hawkins	Alicia	Levy
Suriel	Clemons	Nathan	Helms	Wyatt	Lewis
Jodi	Converse	Logan	Hendrick	Kelsey	Lierman
Paige	Corbin	Katherine	Hendricks	Brianne	Lindsay
Steven	Coriell	Cierra	Hennecke	Taylor	Lindsay
Leah	Cox	Kaitlin	Henn	Bryan	Marquardt
Lucas	Coyle	Auburn	Hill	Kortni	Marshall
Ryan	Crowe	Olivia	Hill	Logan	Mathes
Summer	Cupp	Krista	Hirth	Anna	Mathias
Danielle	Dallas	Clint	Hobbs	Stacey	Mbelle
Alexandra	Damas	Brandan	Hoffman	Dalton	McBeath
Fallon	Davis	Jordan	Hoffman	Brandon	McConnell
Morgan	Davis	Grady	Hollowell	James	McGuire
Valerie	Dixon	Kylie	Holt	Savannah	McKee
Carly	Dumais	Gregory	Hopper	Michael	McKeehan
Andrew	Eagle	Michael	Howard	Darian	McKinley
Nicholas	Eberle	Lauren	Hoyle	Chelsea	Michaelis
Joshua	Eckert	Elliott	Hueber	Devlin	Miller
Alexis	Engle	Kiana	Huffer	Brandon	Moore
Laurel	Faeo	Amanda	Jackson	Kiana	Moore
Merri	Faeo	Donald	Jones	Whitney	Motz
Allissa	Falco	Phillip	Jones	Gary	Mowen
Haley	Fanthorp	Sierrah	Jones	Lindsey	Mullins
Sarah	Ferris	Teresa	Jones	Andrew	Napier
Dana	Fisher	Eric	Jordan	Nicole	Niemeyer
Alexander	Flaig	Tyler	Kalb	Jacob	Norman
Tonya	Fox	Lukas	Kalinoski	Mackenzie	Norman
Megan	Fritz	Kallie	Karr	Jake	Oakley
Zachary	Gentry	Patrick	Kelley	Nathan	Obholz
Mickayla	Gilbert	Timothy	Kelley	Kyle	O'Connell
Stevie	Gilbert	Emily	Kidd	Alyssa	Oeder
Jordan	Gilpin	Mckensie	Kilbane	Carl	Oeder
Brian	Gomez	Elise	King	Kyle	Oeder
Caitlyn	Grear	Madison	King	Paige	Ortberg
Shawn	Green	Morgan	King	Hannah	Osterfeld
Kenneth	Gregg	Matthew	Kirk	Jonathon	Patrick

REGULAR SESSION

5/21/2013

Kyle	Payne	Bradley	Shorten	Easton	Vonholle
Ramona	Peckham	Kaitlin	Sink	Brieh	Walker
Christin	Perdue	Charles	Smith	Coral	Walker
Julie	Peters	Lydia	Snider	Dylan	Walker
Haley	Philbin	Cody	Snyder	Dylan M	Walker
Jasmine	Pilot	Juan	Soto	Kelsey	Walton
Rebecca	Popper	Luis	Soto	Kaitlyn	Watson
Zachary	Powell	Alisha	Spath	Heather	West
Cameron	Preston	Cassandra	Spatz	Meagan	Westrick
Ethan	Raines	Amberly	Spears	Tiffany	Whitaker
Rikki	Reese	Leah	Staverman	Kyle	Whitley
Maxwell	Resnick	Kayla	Stegemoller	Abigail	Whitt
Kenneth	Richmond	Alison	Stephens	Courtney	Wiegand
Katherine	Riepenhoff	Samantha	Stephens	Jessica	Wilkerson
Alison	Roark	Logan	Studer	Allison	Williams
Marcus	Robbins	Edwin	Sturgill	Sidney	Williams
Tiffany	Roberts	Erin	Swager	Kristy	Wilson
Jeremy	Roosa	Drew	Tabor	Shannon	Wind
Robert	Rowe	Allison	Taylor	Ashlee	Wittrock
Kyle	Ruhe	Alexander	Tennant	Brett	Wolff
Lauren	Sackett	Stephanie	Theobald	James	Wood
Nichole	Sallee	Lacey	Thompson	Noemi	Wood
Gabriel	Sanabria	Jordan	Toney	Louis	Woodard
Kody	Sanders	Sarah	Tosh	Devin	Woods
Dino	Scalese	Justin	Traister	Ralph	Wright
Benjamin	Schalck	Darrick	Treat	Brianna	Yarbrough
Luke	Schoettinger	David	Trevey	Caitlin	Yockey
Allana	Schuttloffel	Jake	Tullis	Joshua	Zeller
Johnathan	Sechrist	Emily	Vaido	Laura	Zenni
Nathan	Sego	Chelsea	Vires	Zachary	Zimmerman
Weston	Shelton	Sarah	Volkman		

ROLL CALL VOTE:

Mrs. Black	Yes
Ms. Journeay	Yes
Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED

Resolution 13-045 Awarding a Diploma to Robert Donald Whitacre

Mrs. Grice made a motion to adopt the resolution awarding Robert Donald Whitacre (Class of 1948) a Little Miami diploma and acknowledge his years of service to our country. Mrs. Journeay seconded.

RESOLUTION 13-045

AWARDING
ROBERT DONALD WHITACRE
A LITTLE MIAMI HIGH SCHOOL DIPLOMA

WHEREAS, Robert Donald Whitacre was on track to graduate from Morrow High School when he left school to join the armed services in 1946, and;

WHEREAS, Robert Donald Whitacre went on to have a long and distinguished career in the United States Army, where he served in Korea and Vietnam and was awarded the Korean Service Medal, the Vietnam Service Medal, the United Nations Service Medal, a Purple Heart, a Bronze Star, an Army Commendation Medal, five Overseas Bars and a number of other decorations, and;

WHEREAS, Robert Donald Whitacre went on to achieve the rank of Master Sergeant and was inducted into the Army Shooting Hall of Fame, prior to being honorably discharged, and;

WHEREAS, Robert Donald Whitacre, in making a commitment to serve the United States of America in the Army, sacrificed his opportunity to graduate with his class of 1948, and;

WHEREAS, it is now verified that all the requirements have been met from the Governor's Office of Veterans' Affairs and the Little Miami Local School District;

NOW, THEREFORE, BE IT RESOLVED, that by the Board of Education of the Little Miami Local School District, County of Warren, State of Ohio, that:

Section 1: The Board of Education hereby confers upon Robert Donald Whitacre this diploma from Little Miami High School and gratefully acknowledges his many years of commitment to the service of our country.

Adopted this 21st day of May, 2013.

Board President

Treasurer

ROLL CALL VOTE:

Ms. Journeay	Yes
Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes

MOTION CARRIED

Bus Driver Job Description

Mr. Cremeans made a motion to adopt the updated bus driver job description. Mr. Haas seconded.

LITTLE MIAMI LOCAL SCHOOL DISTRICT

JOB DESCRIPTION

Title: Bus Driver

Reports To: Transportation Supervisor

EMPLOYMENT STATUS: Full Time/Part Time

FSLA Status: Classified

DESCRIPTION OF BASIC FUNCTION AND RESPONSIBILITIES

Drivers will transport students to and from a variety of school sites and will assure their safety while they are passengers in the school bus. Employees in this classification receive general supervision within a framework of standard policies and procedures. This Job class is responsible for ensuring the safety of all passengers including special education students while operating the assigned bus and for ensuring the assigned bus is in a safe operating condition at all times. Drivers may be assigned to drive wheelchair buses.

Qualifications: The employee shall:

1. Have an acceptable criminal background check within the past twelve months of employment and a negative pre-employment drug test.
2. Be of good moral character.
3. Be physically qualified as determined by an annual physical and present a valid annual physical certificate.
4. Posses a valid Ohio Driver License
5. Posses a Commercial Driver License with a School Bus Passenger endorsement.
6. Hold a current bus driver certificate issued by the Warren County Board of Education.
7. Have satisfactorily completed all behind the wheel training.
8. Have satisfactorily completed the School Bus Driver Education Program.
9. Attend all safety workshops and meetings as required by the school district administration.
10. Must be available to drive any and all routes, shuttles, etc.
11. Maintain excellent or above average attendance.
12. Maintain a safe driving record that meets the insurance requirements.

Functions/Responsibilities:

1. Will drive any and all routes as required by the Transportation Supervisor or designee.

REGULAR SESSION

5/21/2013

2. Transport authorized students to and from school.
3. Transport authorized students to and from extra-curricular activities.
4. Transport authorized students to and from school buildings.
5. Operate a two-way radio.
6. Oversees the loading and unloading of students, releasing students to authorized individuals. Also identifies and designates each stop's "Place of Safety".
7. Loads and unloads students in wheelchairs on and off bus; inspects wheelchairs for operational safety and permits only properly functioning wheelchairs to load.
8. Maintains order and proper discipline of passengers; resolves disputes, documents and reports severe discipline cases.
9. Conducts established safety and operational inspection of assigned vehicle on a daily basis.
10. Assures the maintenance of the bus to be in safe operating condition.
11. Reports needed mechanical repairs.
12. Sweeps the interior of the bus daily.
13. Services the bus with fuel and oil.
14. Follows established security procedures.
15. Exercises good judgment and extreme caution while operating a school bus.
16. Meets the physical requirements necessary to safely and effectively perform required duties
17. Recognizes and reports mechanical safety hazards.
18. Remains calm in an emergency situation. Is a problem solver.
19. Establishes and maintains effective work relationships in the performance of duties.
20. Follows the established drop off and pickup order of assigned students.
21. Confers with parents, supervisors, schedulers, and other staff regarding transportation needs.
22. Documents route and adjusts route for new and/or dropped students.
23. Maintains a variety of records and reports including but not limited to mileage, routing, maintenance, and time schedules.
24. Attends meetings, programs, and in-service training as assigned.
25. Maintains current required licenses and certificates.
26. Notifies appropriate individuals of any delays in scheduled route.
27. Assists with other routes when breakdown or other unusual circumstances occur as assigned.
28. Properly applies first aid practices and procedures.
29. Accept/relate to students with a variety of needs.
30. Follows the Ohio Pupil Transportation Operation and Safety Handbook regarding all proper procedures for transporting students.
31. Performs all other duties deemed necessary by the Transportation Supervisor or Designee.

Essential Skills

1. **Language Skills:** Ability to read and interpret documents such as maps, safety rules, operating and maintenance instructions and procedure manuals. Ability to

write routine reports and correspondence. Ability to speak effectively with students, parents, and supervisors.

2. **Mathematical Skills:** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
3. **Reasoning Ability:** Ability to carry out instructions furnished in written, oral, or diagram form in an independent manner. Ability to be a problem solver.
4. **Computer Skills:** To perform this job successfully, an individual should have knowledge of internet software, word processing software, application software, and e-mail software.
5. **Physical Demands:** The physical demands described here are representative of but not all inclusive of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

When performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle or feel; reach with hands and arms and talk or hear. The employee is frequently required to stand and walk. The employee is occasionally required to stoop, kneel, crouch, or crawl. The employee may need to lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, and ability to adjust focus. Other physical abilities such as hearing, that may be required to safely drive and transport children.

6. **Work Environment:** The employee will be performing this position on a school bus. The noise level is usually moderate.
7. **Equipment Operated:** Calculator, copy machine, fax machine, telephone/voice mail, computer, printer, communication devices (cell phones, Walkie-Talkies, two-way radios using the required codes).

Additional Working Conditions:

1. Occasional exposure to blood, bodily fluids, and tissue
2. Occasional operation of a vehicle in inclement weather conditions
3. Occasional interaction among unruly children
4. Occasional interruption of duties by staff, students, parents, and supervisors
5. Occasional requirement to work beyond the normal workday

LITTLE MIAMI LOCAL SCHOOL DISTRICT

JOB DESCRIPTION

Title: Bus Driver

This job description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. The incumbent will be

REGULAR SESSION

5/21/2013

required to follow the instructions and perform the duties required by the incumbent's supervisor, appointing authority, or designee.

(Local Superintendent/Designee)

(Date)

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position. I further certify that I have reviewed the most current copy of the Little Miami Board of Education Personnel Policy Manual.

(Signature)

(Date)

Adopted: 5/21/13

ROLL CALL VOTE:

Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journey	Yes

MOTION CARRIED

Pay-to-Participate Fees for Athletics

Mrs. Grice made a motion to maintain pay-to-participate fees for the 2013-2014 school year at \$350 per high school athlete and \$275 per junior high school athlete. Mr. Cremeans seconded.

ROLL CALL VOTE:

Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journey	Yes
Mr. Haas	Yes

MOTION CARRIED

Approval of Summer Sports Camps

Mrs. Journey made a motion to approve Little Miami summer sports camps and camp staffs as listed. Mr. Cremeans seconded.

Little Miami Baseball Camp, June 12-14
Little Miami Girls Basketball Camp, June 24-26
Little Miami Volleyball Camp, June 21-22

REGULAR SESSION

5/21/2013

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journey	Yes
Mr. Haas	Yes
Mrs. Grice	Yes

MOTION CARRIED

2013-2014 District Handbooks

Mr. Haas made a motion to adopt the 2013-2014 handbooks for employees, athletics and students (HS, JH, K-6). Mrs. Journey seconded.

ROLL CALL VOTE:

Mrs. Black	Yes
Ms. Journey	Yes
Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED

2014 Washington D.C. Trip Itinerary

Mrs. Grice made a motion to approve the 2014 Washington D.C. trip itinerary for 8th graders. Mr. Cremeans seconded.

CLASSIC STUDENT TOURS

75 RHOADS CENTER DRIVE • CENTERVILLE, OHIO 45458 • (937) 439-0032 • FAX (937) 439-0041

LITTLE MIAMI JUNIOR HIGH SCHOOL
WASHINGTON, D.C./GETTYSBURG EDUCATIONAL TRAVEL PROGRAM

Wednesday May 21 2014	9:00p 12:00a 3:30a	Depart School Rest stop I-70 189 mm rest area Rest Stop – Gateway – Breezewood, PA. – Change Drivers Quiet Time! - Drive through the night - Sleep!
Thursday May 22	7:00a 8:00a 11:00a 12:00p 3:30p 5:15p 6:30p	Breakfast – Old Country Buffet MT. VERNON – Home of George Washington Lunch – Ronald Reagan Food Court SMITHSONIAN MUSEUMS AIR & SPACE – AMERICAN HISTORY – NATURAL HISTORY (choice) HOLOCAUST MUSEUM Souvenir shopping Dinner – Bertucci's

REGULAR SESSION

5/21/2013

	7:45p	WHITE HOUSE (pictures only) - MARINE MEMORIAL
	9:00p	Check into the Hotel Relax in your room
	11:00p	Lights out - Night supervision on duty
Friday May 23	7:00a	Breakfast – Hotel Buffet
	9:00a	Meet local D.C. guide who will be with us for the day
	9:00a	ARLINGTON NATIONAL CEMETERY CHANGING OF THE GUARD AT THE TOMB OF THE UNKNOWNNS
	10:15a	WREATH CEREMONY (if available)
	11:15a	WW II - KOREAN – LINCOLN - VIETNAM MEMORIALS
	12:45p	Lunch - Ronald Reagan Food Court
	2:00p	EMBASSY ROW
	2:30p	WASHINGTON NATIONAL CATHEDRAL (if available)
	4:15p	US CAPITOL – outside tour
	5:15p	FDR - MLK - JEFFERSON MEMORIALS
	7:00p	Return to the hotel
	8:00p	DJ Dance and Party at Hotel
	11:00p	Lights out - Night supervision on duty
Saturday May 24	7:00a	Breakfast – Hotel Buffet
	8:00a	Room inspections - load motorcoach - depart hotel
	10:00a	BATTLEFIELD TOUR with local guides - Gettysburg Tour Center
	12:00p	Lunch - General Picket's Buffet
	1:00p	Depart for home
	3:00p	Rest Stop – Gateway – Breezewood, PA.
	6:30p	Dinner* – Exit 218 on I-70 in Ohio (Choice Wendy's – Taco Bell– Burger King)
	10:45p	Approximate arrival back at school

*Students will be given \$10.00 towards the purchase of this meal.

Adjustments to the itinerary may be necessary based on the availability of the attractions; crowds; traffic; weather conditions, organization, control, and promptness of the group; etc.

- Projected Cost \$495-\$550 Dependent on # of students per bus.
- Chaperones are all staff members. The school nurse will be attending, Hamilton Township Police Department will be sending Shane Brandenburg (SRO)
- 15-1 student teacher ratio
- We will be doing fundraising to help offset the costs.
- The Tour Company provides 1 free "Worthy Student" per bus.
- PTO is sponsoring 1 free student as well.
- Travel agency hires security guards to work at the Hotel at Night.

ROLL CALL VOTE:

Ms. Journeay	Yes
Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes

MOTION CARRIED

REGULAR SESSION

5/21/2013

Interim American Government and American History End-of-Course Exams

Mrs. Journey made a motion to adopt the interim American Government and American History end-of-course exams for the 2013-2014 school year. Mr. Haas seconded.

ROLL CALL VOTE:

Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journey	Yes

MOTION CARRIED

New Business

Mrs. Grice gave a report on the Warren County Career Center. She said that a number of students in different organizations spoke to the board about their experience with vocational education. She also said that the board voted to revise a number of job descriptions.

Mr. Power asked the Board to make a first reading of the draft teacher evaluation policy that will be on the June 25 agenda for approval.

Mr. Power also said the final state commission meeting would be held the next evening at 4 p.m. in the high school media center.

He also invited the Board to attend the staff recognition dinner on Wednesday, May 29 at 5:30 p.m. at Valley Vineyards.

Executive Session

Mr. Cremeans made a motion to enter into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. Mr. Haas seconded.

ROLL CALL VOTE:

Mrs. Grice	Yes
Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journey	Yes
Mr. Haas	Yes

MOTION CARRIED

The Board entered executive session at 8:03 p.m.

Return to Regular Session

REGULAR SESSION

5/21/2013

Mr. Cremeans made a motion to return to regular session. Mrs. Grice seconded.

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mrs. Black	Yes
Ms. Journey	Yes
Mr. Haas	Yes
Mrs. Grice	Yes

MOTION CARRIED

The Board returned to regular session at 8:55 p.m.

Motion to Adjourn

Mr. Haas made a motion to adjourn. Mr. Cremeans seconded.

ROLL CALL VOTE:

Mrs. Black	Yes
Ms. Journey	Yes
Mr. Haas	Yes
Mrs. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED

The Board adjourned at 8:57 p.m.

Stephanie Baxter Black, President

Terry Gonda, Treasurer