

LITTLE MIAMI LOCAL SCHOOL DISTRICT
BOARD OF EDUCATION
SPECIAL MEETING
AUGUST 2, 2007
6:00 P.M.

The Little Miami Board of Education of the Little Miami Local School District, Warren County, Ohio met in special session on August 2, 2007 at 6:00 p.m. at the Little Miami High School Media Center, 3001 U.S. 22 & 3, Morrow, Ohio.

Call to Order and Roll Call

Mrs. Cress called the meeting to order at 6:02 p.m.

ROLL CALL:

Ms. Grice	Present
Mr. Cremeans	Present
Mr. Stern	Present
Mrs. Hamburg	Present
Mrs. Cress	Present

Adopt the Agenda as Amended

Ms. Grice moved and Mr. Stern seconded a motion to adopt the agenda as amended.

ROLL CALL VOTE:

Ms. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes

MOTION CARRIED.

Resolution 07-107 Fund-to-Fund Advances and Transfers

Mrs. Hamburg moved and Mr. Cremeans seconded a motion to approve the following advances and transfers:

Advance \$280,000 from General Fund (001) to Permanent Improvement Fund (003)
Advance \$ 50,000 from General Fund (001) to Lunchroom Fund (006)
Transfer \$ 30,000 from General Fund (001) to EMIS Fund (432)

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes
Ms. Grice	Yes

MOTION CARRIED.

Resolution 07-108 Donation

Mr. Stern moved and Ms. Grice seconded a motion to accept a \$3,000 donation from Mr. John Hise for the purpose of supplementing a proposed grant for the Inspiration Program.

ROLL CALL VOTE:

Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes
Ms. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED.

Resolution 07-109 Contracts

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

	<u>Company</u>	<u>Amount</u>	<u>Period</u>	<u>Type</u>	<u>Purpose</u>
07-19-08	Larry Redfern	\$13,528.68	SY 07-08	Consultant	JHS Testing Oversight
07-20-08	Warren County Commissioners	\$53,000.00	Construction	Assurity	Construction

ROLL CALL VOTE:

Mrs. Hamburg	Yes
Mrs. Cress	Yes
Ms. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes

MOTION CARRIED.

Resolution 07-110 Personnel

Mrs. Hamburg moved and Mr. Cremeans seconded a motion to approve the following personnel issues as submitted for the 2007-2008 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:

Exempted Personnel--Employment

Kelly M. Oeder—Special Education Records Control Coordinator effective for the 2007-2008 school year at step 0 of the appropriate exempted employee salary schedule.

Certified Personnel—Resignations

Carolyn Costello—Junior High School teacher resigns effective July 27, 2007.

Certified Personnel—Leave of Absence

Andrea Wall—Junior High School Guidance Counselor requests maternity leave from 08/21/07 through 10/05/07.

Erika Barnes—1st grade teacher at Morrow Elementary requests family medical leave for a total of 12 weeks, including maternity leave, effective as of July 23, 2007 and when completed requests an unpaid leave of absence for the remainder of the 2007-2008 school year.

Certified Personnel—Employment

Christopher Thomsen—8th grade Math teacher at the Junior High School effective for the 2007-2008 school year at step 3 of the Bachelors/Educators column of the newly negotiated certified salary schedule.

Lori Smith—Long-term substitute 1st grade teacher at Morrow Elementary.

Melissa Wood—8th grade Math teacher at the Junior High School effective for the 2007-2008 school year at step 4 of the Masters column of the newly negotiated certified salary schedule.

Classified Personnel—Substitute Employment

Tina Kohus—substitute bus driver trainer

Supplemental Contracts---Resignations

Sam Ricketts—resigns as 8th grade assistant football coach

Rob Rockey—resigns as 8th grade head football coach

Bob Duncan—resigns as 8th grade assistant football coach

Randy Callahan—resigns as freshman football coach

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.

Sam Ricketts—8th grade head football coach

Jason Smith—8th grade assistant football coach

Jim Williams—8th grade assistant football coach

Josh Butler—7th grade head football coach

Bob Duncan—7th grade assistant football coach

Mark Ramsey—7th grade assistant football coach

Paulo Barreto—Girls Assistant Varsity Soccer coach (step 0)

Azuka Okafor—Girls Reserve Soccer coach (step 1)

Dave Mason—Girls Assistant Varsity Basketball coach (step 0)

Chris Lynch—Girls Reserve Basketball coach (step 5)

Collin Brueggeman—Boys Reserve Soccer coach (step 0)

Matthew Suddendorf—extended service of 20 days

ROLL CALL VOTE:

Mrs. Cress

Yes

Ms. Grice

Yes

Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes

MOTION CARRIED.

Resolution 07-111 Kitchen Equipment Bid

Mr. Cremeans moved and Mrs. Cress seconded a motion to adopt the following resolution:

WHEREAS, the Little Miami Local School District Board of Education, County of Warren, Ohio, has approved at a regular meeting of the Board of Education a detailed estimate of construction costs and draft construction documents for Little Miami Junior High School and Intermediate School Kitchen Equipment, Bid Package # 2.09, (hereafter the “Project”) and authorized the commencement of the bidding process, including the advertisement for bids, for the Project, all actions done in accordance with all applicable Ohio Revised Code provisions;

WHEREAS, Quandel/Dugan & Meyers, LLC (hereinafter called the “Construction Manager”) with the assistance of Steed Hammond Paul Architects (hereafter called the “Architect”) commenced the competitive bidding for said Project in accordance with the provisions of Ohio Revised Code §3313.46;

WHEREAS, the Construction Manager, with the assistance of the Architect, upon reviewing their respective bid proposals, recommended the following contracts for approval by the Board of Education, in accordance with the companies bid proposals received by the Board of Education on July 17, 2007;

WHEREAS, attached to this resolution is a tabulation of bids received for the Project prepared by the Construction Manager; and

WHEREAS, attached to this resolution are correspondences dated July 30, 2007 from the Construction Manager specifically recommending to the Board that the following bid for the Project be accepted;

WHEREAS, the Superintendent of the School District, the Construction Manager, with the assistance of the Architect, have also reviewed all bids received for the Project and conducted a responsibility investigation of the apparent low bidders’ compliance with all applicable documents contained in the above referenced Bid Packages and the applicable sections of the Ohio Revised Code, including, but not limited to, Revised Code §§153.12, 3313.46(A)(6) and 3318.10.

NOW, THEREFORE, BE IT RESOLVED, by the Little Miami Local School District Board of Education, after careful consideration and evaluation of the information before it:

Section 1. The Board of Education hereby accepts the recommendation of the Construction Manager to award the bids for the Project to the bidders as provided below as the lowest responsible bidders in compliance with all applicable provisions of the Ohio Revised Code contingent upon compliance of all conditions precedent to contract execution.

Bid Package #2.09, Kitchen Equipment, Junior High School and Intermediate School

Wasserstrom Company

Base Bid \$997,182.00

Total Award \$997,182.00

Section 2. The Board hereby authorizes the Construction Manager, on its behalf, to forward a Notice of Intent to Award Contract for said Project with the appropriate Contract Forms, to the lowest responsible bidder referenced in Section 1. The Construction Manager shall simultaneously notify the surety and agent of the surety of the lowest responsible bidder of the intent to award a contract pursuant to Ohio Revised Code §9.32.

Section 3. Subject to the approval of Board's construction counsel, and upon compliance with all conditions precedent to Contract execution, the Board hereby authorizes the President and Treasurer to sign said Contract.

Section 4. The Board hereby authorizes the President, Treasurer and Superintendent to sign the Certificate of Available Resources and the Treasurer to sign the Certificate of Funds, upon execution of said Contract, and attach to said Contract a copy of said Certificate, along with a copy of this resolution.

Section 5. The Board hereby authorizes the Construction Manager, after the Construction Manager's receipt of said Contract signed by the Contractor, to forward a Notice to Proceed.

Section 6. The Board hereby authorizes the Treasurer, at the appropriate time and with the assistance of the Construction Manager, to prepare, and make available upon request, a Notice of Commencement pursuant to Section 3311.252 of the Ohio Revised Code, prior to the performance of any work related to each Contract.

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Section 7. That this Board hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board; and that all deliberations of this Board and its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 8. This resolution shall be in full force and effect from and immediately after its adoption.

ROLL CALL VOTE:

Ms. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes

MOTION CARRIED.

Resolution 07-112 Computer Network and Internet Policy

Mrs. Hamburg moved and Mr. Stern seconded a motion to adopt the following information to be added to the district's Computer Network and Internet Policy:

File: IIBH

DISTRICT WEB SITE PUBLISHING

The District web site and all associated sites should serve as a communications tool to support the educational mission of our school district.

All District schools wishing to maintain a presence on the Internet must follow District *Computer Network and Internet Policy, Regulations and Agreement (AUP)* and *Little Miami Website Policy* in order to realize the benefits of maintaining a web site while protecting the school and community from its potential misuse.

Only designated district personnel shall have password-protected access to a district owned web site or web server.

Purpose and Use of District Web Sites

The primary purpose of a District's web site is to communicate effectively with its community. This site will be used to provide information about our school district and its educational programs, extracurricular activities, and events. This site does not create, nor is it intended to create, a public or limited public forum. District personnel responsible for maintaining a district web site shall ensure that the site is maintained in such a way that the community receives reasonably current and accurate information.

These publications shall be consistent with the mission, goals, policies, programs and activities of the District. All publications shall meet established District requirements related to student print publications and in accordance with State and Federal law related to student expression.

The Board directs designated personnel to develop regulations to implement policy, procedures and guidelines to ensure that district web sites meet high educational and quality standards. Additional administrative procedures, guidelines, policy and/or rules governing management and operations of district web sites may be developed and implemented as needed by designated personnel. Such regulations shall address student

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and staff privacy and content standards and be consistent with applicable laws for web site publications.

Advertising or Sponsorships

Without the prior approval of the Superintendent or designated personnel, the district web site shall not include advertising or any other sales or promotional activities other than publicity for District-sanctioned programs.

Purpose:

The purpose of this agreement is to provide guidelines regarding use of district sanctioned web sites. The intent of this Agreement is to ensure that users will comply with all use regulations and policies. All users must follow District *Computer Network and Internet Policy, Regulations and Agreement (AUP)* and *Little Miami Website Policy*. This is a contractual agreement between the end user and the Board of Education. Only designated district personnel shall have password-protected access to a district owned web site or web server. This site does not create, nor is it intended to create, a public or limited public forum.

Users understand that this policy is subject to change. Additional administrative procedures, guidelines, policy and/or rules governing management and operations of district web sites may be developed and implemented as needed by designated district technology personnel.

General Policy:

- Web sites created through the Network and/or linked to the District's web site for teachers/staff must relate specifically to those educational activities or programs.
- Only district appointed software shall be used for web sites.
- Users must adhere to all rules, policies, guidelines, technical requirements and storage space limits for district web site use.
- Administration may require a specific template(s) design be used with district web sites. Template alteration is subject to approval.
- The District reserves the right to require that material and/or links to other sites found to be objectionable be altered or removed.
- All communications and information accessible via the district web site should be assumed to be property of the District and may be removed without prior notice.
- Little Miami Schools does not support databases, audio or video files on staff web sites, nor can third party software be used to do so.
- You may not link to any staff or student personal web sites, forums, or use third party, freeware or shareware software with your site.
- Each web site is permitted 10 MB of file storage space.

Content, Quality, and Subject Matter:

- The intent of these sites is to provide information about curriculum, instructions, school activities and other general information relating to your class or program. These sites should be maintained in such a way that the community receives reasonably current and accurate information.
- Web site content must be limited to District-sanctioned programs,

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activities, and events. No personal student or staff web pages, chat rooms, or discussion groups shall be permitted on district web sites.

- All posted web site information and materials, in the sole discretion of the designated personnel, must comply with District Acceptable Use Policy. Agreement, board policies, regulations, guidelines, administrative procedures, school rules and other applicable laws.
- Staff must adhere to Internet Copyright laws and appropriate written permission must be obtained before the intellectual property of another is used on a district web site. No such intellectual property may be reproduced, published, displayed, transmitted or stored on a district owned web site without prior written permission.
- These sites are not to be used as a personal journal or diary. Do not post items or include remarks that are inappropriate for a school website.
- All materials placed on a web site must, in the sole discretion of the designated personnel, meet academic standards for proper spelling, grammar, content, and accuracy.
- All staff/student contributions to design, contents, or maintenance of a district web site should be assumed to be the sole and exclusive property of the District. Any such contribution shall constitute an assignment to Little Miami Schools.

Links

- All links provided on a website must be appropriate and have direct educational value to your curriculum. All outside links must be approved by the procedure set forth by district administration.
- You may not link to any staff or student personal web sites, forums, or use third party, freeware or shareware software with your site.
- Software that has been licensed by the district such as *Progress Book*, *Everyday Math*, *Atomic Learning*, etc. may be linked to your school website.

Security

- These sites are intended exclusively for teacher/staff use only. The teacher/staff is responsible for the use of his/her account/password and/or access privilege. Users shall keep passwords and IDs secure and private.
- Use of district websites by someone other than the registered account holder is forbidden and may be grounds for loss of access privileges and disciplinary action.

Confidentiality of Student Information:

- All posted web site information and materials shall comply with applicable laws, board policies, regulations, guidelines, administrative procedures and/or school rules concerning the confidentiality of student information.
- Do not post any student's last name, or any other personal identifying information including grades, home address, email addresses, phone numbers, etc.
- Do not post a student's picture with an identifying name. Student pictures may be posted as group shots only with prior parent *Request to Allow Publication* approval. This is separate from the student AUP.

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- Student work (student-generated material) can only be posted with the explicit written permission of the students' parents or legal guardian. This is separate from the student AUP that is signed at the beginning of the year. All student publications shall be consistent with the mission, goals, policies, programs and activities of the District. All publications shall meet established District requirements related to student print publications and in accordance with State and Federal law related to student expression.

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes
Ms. Grice	Yes

MOTION CARRIED.

Resolution 07-113 Designation of School Bus Stops

Mrs. Hamburg moved and Ms. Grice seconded a motion to approve the designation and relocation of all school bus stops by the Transportation Supervisor for the 2007-2008 school year.

ROLL CALL VOTE:

Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes
Ms. Grice	Yes
Mr. Cremeans	Yes

MOTION CARRIED.

Resolution 07-114 Grading Policy

Mrs. Hamburg moved and Mr. Cremeans seconded a motion to adopt the following grading policy:

Over the course of the past four months, sixteen representatives have been meeting to discuss the district grading policy. Meetings were held to discuss required readings (Gusky, Marzano, Reeves and O'Connor), which covered a significant amount of research by leading specialists. The recommended policy was sent to all staff for preview on May 22nd. The rationale behind this initiative is to establish some commonalities among the grading practices used by teachers throughout the district.

Our conclusions include:

1. A grading scale adjustment of:
90-100% A 80-89% B 70-79% C 60-69% D 50-59% F

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These percentages would be converted into a 4, 3, 2, 1, 0 point scale for the purposes of tracking daily progress and determining a final grade.

2. The homework grade is not to exceed 10% of the final grade. The definition of homework is any assignment that is not initiated in class and is given as an assignment that will be completed at home. Work initiated in class and completed at home would be considered class work.
3. The committee agreed that every building should discuss and create a policy that determines a means for accepting late work, reflects effort leading to success, and accommodates the individual needs of the student in individual situations. Late work policies should be submitted to the building administrator prior to the beginning of the 07-08 school year.

In an effort to design a fair grading policy, the team is embracing the philosophy that grades should reflect the mastery of learning standards.

ROLL CALL VOTE:

Mrs. Hamburg	No
Mrs. Cress	Yes
Ms. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes

MOTION CARRIED.

The Board of Education's next regular session is scheduled for August 22, 2007 at 6:00 p.m. at the Little Miami High School Media Center.

Executive Session

Ms. Grice moved and Mr. Stern seconded a motion to enter executive session for the purpose of discussing legal and personnel issues.

ROLL CALL VOTE:

Mrs. Cress	Yes
Ms. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes

MOTION CARRIED.

The Board entered executive session at 6:27 p.m.

Regular Session

Mr. Cremeans moved and Ms. Grice seconded a motion to return to regular session.

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ROLL CALL VOTE:

Ms. Grice	Yes
Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes

MOTION CARRIED.

Adjournment

Mrs. Hamburg moved and Mr. Cremeans seconded a motion to adjourn the meeting.

ROLL CALL VOTE:

Mr. Cremeans	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes
Ms. Grice	Yes

MOTION CARRIED.

The meeting adjourned at 7:06 p.m.

Nona Cress, President

Shaun Bevan, Treasurer