

LITTLE MIAMI LOCAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
FEBRUARY 20, 2007  
7:05 P.M.

The Little Miami Board of Education of the Little Miami Local School District, Warren County, Ohio met in regular session on February 20, 2007 at 7:05 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 7:05 p.m.

ROLL CALL:

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

Adopt the Agenda

Mr. Cremeans moved and Ms. Grice seconded a motion to adopt the agenda.

ROLL CALL VOTE:

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

MOTION CARRIED.

Reading of Minutes

Ms. Grice moved and Mrs. Hamburg seconded a motion to approve the minutes of the January 23, 2007 regular session.

ROLL CALL VOTE:

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

MOTION CARRIED.

REGULAR MEETING  
FEBRUARY 20, 2007

Mr. Bennett introduced Mr. Gordon Bentner, Sumco Corporation, and thanked him for supporting the District.

Mr. Bennett introduced Mr. Steve Wallace, Providence LLC, who explained the status of the donation of the property at Stephens and Zoar Roads.

A SMART Board presentation was given by Maineville Elementary teachers Mr. Travis Showers and Mr. Cory Taylor.

Mr. Bennett, Mr. Dubbs and Mr. John Hise presented on the new construction process and construction updates.

Resolution 07-016 Financial Reports

Mr. Cremeans moved and Mrs. Hamburg seconded a motion to approve the financial reports for January 2007.

ROLL CALL VOTE:

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

MOTION CARRIED.

Resolution 07-017 New Fund/Grants

Ms. Grice moved and Mr. Stern seconded a motion to establish a new fund as an addition to the FY07 appropriations.

Action for Healthy Kids Grant	019-9705	\$1,500
-------------------------------	----------	---------

ROLL CALL VOTE:

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

MOTION CARRIED.

Resolution 07-018 Additions to FY 07 Appropriations

Mr. Cremeans moved and Ms. Grice seconded a motion to approve \$2,000 additional funding for the Ohio Reads Volunteer Grant (459-9700).

ROLL CALL VOTE:

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

REGULAR MEETING  
FEBRUARY 20, 2007

Mr. Stern

Yes

MOTION CARRIED.

Resolution 07-019 Fund to Fund Transfer

Ms. Grice moved and Mr. Cremeans seconded a motion to transfer \$25,000 from the General Fund (001) to EMIS Fund (432).

ROLL CALL VOTE:

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

MOTION CARRIED.

Resolution 07-020 Donation

Ms. Grice moved and Mr. Stern seconded a motion to accept the following donations:

SUMCO	\$5,000
National City Bank	\$ 700 for high school athletic program

ROLL CALL VOTE:

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

MOTION CARRIED.

Resolution 07-021 Contracts

Mrs. Hamburg 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>
07-01-02	Four Seasons Environmental, Inc.	\$7500 max/bldg	Construction Period	Service	Renovation Engineering
07-02-02	Four Seasons Environmental, Inc.	½ rate x kwh/ Ccf decrease	Two-years	Consulting	Energy Savings
07-03-02	Four Seasons Environmental, Inc.	\$99,400	Construction Period	Service	Commissioning Agreement

ROLL CALL VOTE:

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

REGULAR MEETING  
FEBRUARY 20, 2007

Mr. Cremeans

Yes

MOTION CARRIED.

Resolution 07-022 Personnel

Ms. Grice moved and Mr. Cremeans seconded a motion to approve the following personnel issues as submitted for the 2006-2007 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:

**Certified Personnel—Substitute Teachers Employment**

Aaron Friend	Elizabeth Wilkinson	Nikkia Harden
Regina Vollman	Jennifer Klasmeier	Robyn Charlton
Katherine Craig	Kelly McCoy	Dayle Allgeier

Candace Woodside—Long term substitute for Amy Aspenwall (Science) effective 02/20/07  
Kaukeb Malik—Long term substitute for Margaret Skradski (English) effective 02/05/07

**Summer School Employment**

Rob Hatfield and Lori Partin as the two summer school directors—stipend to be split

**Certified Personnel—Resignations/Retirements**

Kenneth Dale Grooms—High School Guidance Counselor resignation effective 06/30/07

**Classified Personnel—Resignations/Retirements**

Elaina Hurst—resigns as bus aide due to change in duty hours in the high school cafeteria

**Classified Personnel—Employment**

Brian Vick—Bus #62-6.2 hours per day effective 01/18/07  
Brenda Helton—full time special education aide at the Junior High effective 01/16/07  
Terry Christophel—preschool bus aide for 2.3 hours per day Monday-Thursday (in addition to her duties for 3.5 hours per day in Intermediate School cafeteria)  
Denise Peters—Full-time teacher aide at the Kindergarten Annex effective 01/31/07  
Larry Griffith—6 hour standby bus driver effective 01/30/07  
Denise Mann—6 hour standby bus driver effective 01/30/07  
Carolyn Redrow—special education aide for 3.5 hours per day for a kindergarten student at Morrow Elementary on an as needed basis for the remainder of the 2006-07 school year  
Kathy Burleson—special education aide for 3.5 hours per day at the Junior High School effective 01/31/07  
James Young—6 hour standby bus driver effective 02/21/07

**Classified Personnel-Substitute Employment**

Nicole Gintert – substitute cook, teacher aide, custodian  
Audrey Doughman – substitute cook, teacher aide  
Teresa York – substitute secretary, cook, teacher aide

**Supplemental Contracts-Resignations**

Ali Fisher – resigns as Reserve Soccer Coach for the 2007-2008 school year

**District Volunteers**

Andrew Callahan—Volunteer Softball Coach

ROLL CALL VOTE:

Mr. Stern

No

Mrs. Hamburg

Yes

Mrs. Cress

Yes

Mr. Cremeans

Yes

Ms. Grice

Yes

MOTION CARRIED.

Resolution 07-023 Job Description

Mr. Cremeans moved and Ms. Grice seconded a motion to adopt the following job description for a Technology Instructional Support Specialist:

<b><u>Title:</u></b>	Technology Instructional Support Specialist
<b><u>Reports To:</u></b>	Director of Instructional Technology
<b><u>Employment Status:</u></b>	Teacher Calendar Year plus extended days as needed
<b><u>Positions Status:</u></b>	Certified Teacher
<b><u>Summary:</u></b>	Provide instruction, training and resources in order to Facilitate the use of technology as directed by the Director of Instructional Technology
<b><u>Qualifications:</u></b>	Valid Ohio teaching license coupled with at minimum a Bachelor's degree supplemented by specialized computer courses and 3 to 5 years of experience; or any equivalent combination of training and experience which provides the required skills, knowledge and abilities to perform job functions. Must possess leadership and organizational skills. Demonstrate skills and experience with computer technology hardware and software applications.

**Essential Job Functions, Duties and Responsibilities:**

The responsibilities listed are representative of the knowledge, skill and/or ability required to perform this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Design:
  - Incorporate principles of the district technology plan into the development of the school technology program;
  - Investigate and disseminate information on best practices for technology integration, sources of information on trends, research and applications related;
  - Provide staff development training;
  - Design, coordinate and provide technology inservice opportunities for school-based personnel;
  - Serve as a member of district committees as directed by the Director of Instructional Technology;
  - Assist in the development of the school technology plan;

REGULAR MEETING  
FEBRUARY 20, 2007

- Gather information documenting the effectiveness of the program, interpret this information and provide constructive input in evaluation of the program;
  - Participate in ongoing Professional Development related to functions as necessary to develop skills and/or to keep up with new technologies;
  - Assist with special projects, software administration, grants, etc., as directed by the Director of Instructional Technology;
  - Apply knowledge of current research and theory based on school objectives;
2. Consultation:
- Model effective use of appropriate instructional technology in the classroom/lab;
  - Establish an environment which encourages creative and independent use of instructional technology;
  - Assist educators in planning for the use and integration of technology in the instructional program;
  - Assist educators and other school staff in the use of computer software tools such as word processing, data bases and spreadsheets as part of their instruction and records management;
  - Provide technical assistance to facilitate the use of technology-based communication networks;
  - Assist in the evaluation of software and hardware being considered for purchase;
3. Information:
- Provide educators with information about new technology developments in their specific area of responsibility;
  - Serve as a source of information on trends, research, applications and effective practices;
  - Communicate with school and district personnel, parents and community to share information about the technology program;
4. Other Duties and Responsibilities:
- Follow ethical guidelines applicable to the position as outlined by federal, state and local laws, rules and regulations;
  - Must establish and maintain effective working relationships with students, peers, parents and community; ability to speak clearly and concisely in written or oral communication;
  - Ability to perform duties with awareness of all district requirements and Board of Education policies;
  - Perform other appropriate duties as deemed necessary by the Director of Instructional Technology;

**Physical Demands:**

While performing the duties of this job, the employee is required to sit, use hands to finger, handle or feel; reach with hands and arms and talk or hear. The employee is

REGULAR MEETING  
FEBRUARY 20, 2007

frequently required to stoop, kneel, crouch, crawl and climb and balance. The employee must be able to lift up to 30 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision and ability to adjust focus. The physical demands described here are representative 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.

**Work Environment:**

The employee will be performing this position in an administration office, classrooms and labs/media centers. The noise level is usually moderate.

**Additional Working Conditions:**

1. Occasional exposure to blood, bodily fluids and tissue.
2. Occasional interaction among unruly children.
3. Job requires frequent travel among various district school buildings.
4. Must be able to work flexible hours when required.

ROLL CALL VOTE:

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

MOTION CARRIED.

Ms. Bobbie Grice gave the Warren County Career Center Report

Executive Session

Mrs. Hamburg moved and Mr. Stern seconded a motion to enter into executive session for the purpose of discussing personnel, negotiations and litigation issues.

ROLL CALL VOTE:

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

MOTION CARRIED.

The Board entered executive session at 8:15 p.m.

The Board came out of executive session at 9:12 p.m.

REGULAR MEETING  
FEBRUARY 20, 2007

Adjournment

Ms. Grice moved and Mr. Cremeans seconded a motion to adjourn the meeting.

ROLL CALL VOTE:

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

MOTION CARRIED.

The meeting adjourned at 9:13 p.m.

---

Nona Cress, President

---

Robert Giuffré, Treasurer