

LITTLE MIAMI LOCAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
AUGUST 28, 2007
6:00 P.M.

The Little Miami Board of Education of the Little Miami Local School District, Warren County, Ohio met in regular session on August 28, 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 6:04 p.m.

ROLL CALL:

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

Adopt the Agenda

Ms. Grice moved and Mrs. Hamburg 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.

Reading of Minutes

Mr. Cremeans moved and Mr. Stern seconded a motion to approve the minutes of the July 17, 2007 regular session and the August 2, 2007 special session.

ROLL CALL VOTE:

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

MOTION CARRIED.

Mr. Justin Koenes updated the Board of Education on the various construction projects.

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Resolution 07-121 Financial Reports

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

ROLL CALL VOTE:

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

MOTION CARRIED.

Resolution 07-122 Contracts

Mrs. Cress 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>
07-22-08	International Language Plus	\$39/hr-1student \$52/hr-2 students + mileage	2007-2008 SY	Service	Provide English as a second language
07-23-08	Oasis Conference Center	\$10,000	05/09/2009	Accommodations	2009 Jr/Sr Prom
07-24-08	BCI	\$108,874	Construction	State Term	HS Addition CCTV
07-25-08	BCI	\$44,181	Construction	State Term	New JHS Access Control
07-26-08	WC Commissioners	\$130,000	Construction	Performance	Security Agreement for new Intermediate School
07-27-08	Interim Healthcare Of Cincinnati	Hourly Rate	2007-2008 SY	Staffing Agmt	Nursing Personnel for Students
07-28-08	Mays Consulting	\$19,250	Construction	Services	Construction Reviews—HS project

ROLL CALL VOTE:

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

MOTION CARRIED.

Resolution 07-123 New Funds/Advances/Transfers

Ms. Grice moved and Mrs. Hamburg seconded a motion to approve the following advances/transfers and establishment of new funds:

Establish New Fund:	009-9007	USS – Kindergarten Annex	
Establish New Fund:	018-900G	Public School Support Fund – Kindergarten Annex	
Establish New Fund:	009-9008	USS – Preschool	
Advance:	From General Fund 001 to Permanent Improvement Fund 003		\$210,000.
Transfer:	From General Fund 001 to Summer School Fund 020		\$ 4,000.

ROLL CALL VOTE:

Mrs. Cress	Yes
Ms. Grice	Yes

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

MOTION CARRIED.

Resolution 07-124 Donation/Special Needs Bus

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

- 1) Donation of the old Morrow generator to Warren County MRDD. Warren County MRDD will be responsible for removal of the unit.
- 2) **WHEREAS**, the Little Miami Local School District has a need for an additional special needs bus;

AND, the International Bus Company has a handicapped bus available in the amount of \$1,600.

This will be of no additional cost to the district due to the fact that the bus was traded in and being returned to the district.

ROLL CALL VOTE:

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

MOTION CARRIED.

Resolution 07-125 Junior High/Intermediate In-School Suspension Monitor/Campus Manager Job Description

Ms. Grice moved and Mr. Cremeans seconded a motion to adopt the following job description:

Title: **Junior High/ Intermediate Schools
Campus Manager**

Reports to: Local Superintendent of Schools and Building Principals

Employment Status: Part Time (100 Days)

FLSA Status: Exempt

Qualifications:

- 1) Experience in teaching, discipline and student motivation.

2) Valid Driver's License.

General Description:

The position would be three days a week, (to be assigned by building principal) occurring during the academic day with some after school hours and responsibilities. The main goal of the program would be to intervene with Junior High and Intermediate students that are at risk in many areas (academically, socially, disciplinary, etc) and provide support to the student, parents and teachers that are involved with the child. Program outcomes would be tracked and monitored to provide school administrators with meaningful data, that will allow for a program evaluation to be completed at the conclusion of the 07-08 school year.

The position will also provide support to the many initiatives that are ongoing in our buildings; such as the Olweus Bullying program, OISM and the Positive Behavior Support piece involved, the Intervention Assistance Team process, Boys Groups, etc.

Essential Functions:

1. Provide training and facilitation for Olweus Bullying Program by working with new staff on program implementation, modeling group meetings and Following-up with staff on dealing with bullying issues.

2. Provide a structured In-School Intervention/Suspension program

Stage 1: Normal in school suspension with campus manager and phone contact with parents and teachers.

Stage 2: Campus manager works with the student to make a phone call to the parents and create a student action or behavior plan. This would directly tie into our I.A.T process and the OISM initiative in our building.

Stage 3: Campus manager makes a home visit, if applicable to the situation as an advocate for the school and develop a plan that focuses on the best interest of the student, parents and the school. At this stage the plan would also begin to include the involvement of the school counselor, social worker, psychologist and any other outside resources at our disposal.

3. Develop a tracking system that will allow student success to be evaluated
4. Assist with implementation of the Olweus Bullying Program and OISM.
5. Works with guidance, administration and staff throughout the Intervention Assistance Team process when necessary as an advocate for the student and parents.

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6. Work with Academic Teams to provide consistent standards of expectations during the in school suspension process.
7. Assists with communications to the district's stakeholders.
8. Works with district resources such as social worker and counselors while intervening with the at risk population.

Evaluation: Data will be collected on bullying incidents, achievement and attendance using SWIS and Progress Book. A year-end report will be made to staff and parents.

Other Duties and Responsibilities:

1. Serves as a role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings
2. Helps instill in students the belief in and practice of ethical principles and values.

Additional Working Conditions:

1. Occasional exposure to blood, bodily fluids, and tissue.
2. Occasional operation of a vehicle under inclement weather conditions.
3. Occasional interaction among unruly children.
4. Occasional visit to student's homes as an advocate for the school and the student.

ROLL CALL VOTE:

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

MOTION CARRIED.

Resolution 07-126 Personnel

Mr. Cremeans moved and Ms. Grice 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:

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Certified Personnel – Contracted

Ray Owen—Junior High/Intermediate In-School Suspension Monitor/Campus Manager employed on an as needed basis up to a maximum of 100 days at a rate of \$200 per day for the 2007-2008 school year. A Federal Grant is paying part of the cost.

Certified Personnel - Resignation

Susan Abernathy—submitted resignation as part-time Intervention teacher at the Intermediate School effective at the end of the 2006-2007 school year.

Certified Personnel - Change in Assignment

Jennifer Horvath—transferred from Butlerville Elementary Intervention Specialist to Intervention Specialist at the Kindergarten Annex.

Sarah Smith—transferred from 3rd grade at Maineville Elementary to 4th grade at Maineville Elementary.

Molly McCoy—transferred from Kindergarten at Maineville Elementary to 1st grade at Maineville Elementary.

Matt Vanell—transferred from 1st grade at Maineville Elementary to 3rd grade at Maineville Elementary.

Seneca Taylor—transferred from 3rd grade at Maineville Elementary to 4th grade at Maineville Elementary.

Annette Baker—transferred from 1st grade at Maineville Elementary to 3rd grade at Maineville Elementary.

Brooke Houillion—transferred from Kindergarten at Morrow Elementary to 1st grade at Morrow Elementary.

Temperance Carpenter—transferred from Kindergarten at Kindergarten Annex to 1st grade at Morrow Elementary.

Allyson Cooper—changed from part-time Kindergarten teacher at Morrow Elementary to full-time Kindergarten teacher at Morrow Elementary.

Carrie Geers—transferred from 1st grade teacher at Morrow Elementary to Title I teacher at Morrow Elementary.

Diane Silberberg—changed from part-time Interventions Specialist at Intermediate School to full-time Intervention Specialist at Intermediate School.

Marty Skidmore—transferred from Social Studies teacher at Junior High School to Social Studies teacher at High School.

Deanna Skapiak—transferred from Science teacher at High School to Intervention Teacher for Math/Science at High School.

Certified Personnel – Substitute Teachers

Mary Uleman	Jerry Allison	Chad Pierson
Doyle Allgeier	Becky Capella	Gary Coates
Barbara Tudor	Amy Coomer	Jessica Lydeka
Teresa Gomez	Mike Barbieri	Karen Hay
Leland Short	Lois Butt	Chris Becker
John Baughman	Jennifer Ervin	Julie Ross
Ruby Edwards	Katherine Bost	Linda Olinger
Jerry Richardson	Gwen Goode	Kevin Thornton

Classified Personnel – Resignations/Terminations

Christina Barnett—resigns as special education aide effective at the end of the 2006-2007 school year.

René Liggett—employment terminated due to not meeting requirements necessary to drive a bus.

Classified Personnel – Change in Assignment

Mary Mullins—transferred from Secretary at Butlerville Elementary to Secretary at High School.

Sheila Asher—transferred from Secretary at Maineville Elementary to Secretary at High School.

Lisa Lewis—transferred from ½ secretary at High School and Junior High School to full-time Secretary at Junior High School

Classified Personnel – Employment

Jason Cefaratti—bus driver effective 08/23/2007 for 6 hours per day.

Classified Personnel – Additional Duties

The following bus drivers will be working additional hours in the cafeterias but will not surpass 40 hours per week:

Nancy Bookout—6.4 hours/day as bus driver—cafeteria worker at step 4 kitchen rate not to exceed 8 hours per week

Mary Allison—4.6 hours/day as bus driver—2.0 hours/day as cafeteria worker at step 1 of cook salary schedule

Cresta Eshelman—4.8 hours/day as bus driver—2.0 hours/day as cafeteria worker at step 3 of cook salary schedule.

Pam Meyers—6.4 hours/day as bus driver—cafeteria worker at step 4 kitchen rate not to exceed 8 hours per week.

Classified Personnel – Substitute Employment

Jennifer Kiphart—substitute bus driver

Greg Adams—substitute bus driver

Brian Hilliard—substitute bus driver

Kathy Bullock—substitute bus driver

Pam Freson—substitute bus driver

Phyllis Biggs—substitute bus driver

Jack Burlile—substitute bus driver

Gene Blake—substitute bus driver

Terry Lamb—substitute bus driver

Brent Fruhwirth—substitute bus driver

Mark LaPille—substitute bus driver

Rick Lovins—substitute bus driver

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Elizabeth Burlile—substitute bus driver
Karen Roseberry—substitute bus driver
Bernard Lamers—substitute bus driver
Donna Munafo—substitute cook
Tacy Rice—substitute cook
Kay Terry—substitute cook
Carol Everson—substitute cook
Barbara Eckles—substitute cook, secretary
Terry Coomer—substitute cook
Betty Spradlin—substitute cook, aide, secretary
Betty Burnett—substitute cook
Sue Ann Nelson—substitute cook
Felicia Krutka—substitute cook
Kimberly Mandel—substitute cook
Debra McDonough—substitute cook, secretary, custodian
Jennifer Seymour—substitute cook
Denise Peters—substitute cook
Shirley Patterson—substitute cook
Robin Gilbert—substitute cook, aide, secretary
Linda Hough—substitute cook, secretary
Toby Ward—substitute cook, aide, custodian
Diane Robinett—substitute cook
Debra Sandmann—substitute cook
Kathy Burleson—substitute cook
Carrie Crowe—substitute cook, aide, secretary, custodian
Brenda Helton—substitute cook
Angela Monroe—substitute cook, secretary, custodian
Beth McCandless—substitute cook
Carolyn Redrow—substitute cook
Carol Woycke—substitute cook, aide
Tracy Green—substitute cook, custodian
Phyllis Fannin—substitute cook, aide, secretary, custodian
Lisa Landis—substitute cook, aide, secretary, custodian
Nicole Gintert—substitute cook, aide, custodian
Teresa York—substitute cook, aide
Audrey Doughman—substitute cook, aide
Becky Capella—substitute aide, secretary
Lori Neumann—substitute aide
Donna Rolke—substitute aide, secretary
Rhonda Byrd—substitute aide, secretary
Tonya Bess—substitute aide
Diane Wilson—substitute aide
Mashell Laymon—substitute aide
Kristi Cummins—substitute aide, secretary
Janet Jeffers—substitute aide
Joyce Miller Lang—substitute aide
Michelle Zeidner—substitute aide
Cara Hageman—substitute aide, secretary
Tammy McGee—substitute aide, secretary
Elizabeth German—substitute aide
Michele Dakin—substitute aide
Mary Books—substitute aide, secretary
Julie Kemp—substitute aide, secretary
Jamie Coffey—substitute secretary
Terri Ihnat—substitute secretary
Lois Smiddy—substitute secretary
Janice Kalinosky—substitute secretary
David Gilbert—substitute custodian
William Fetter—substitute custodian
Terry McDonough—substitute custodian
Gary Bahr—substitute custodian
Eric Whitaker—substitute custodian
Zachary Thompson—substitute custodian
Susan Bailey—substitute custodian
Jessica Freeman—substitute custodian
James Vearil—substitute custodian
Terry Hutchens—substitute custodian
Victor Nelson—substitute custodian
Jerry Ratliff—substitute custodian
Peter Smith—substitute custodian

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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.

Karen Freeze Osborne—Career Education Representative at Butlerville Elementary School

Debbie Higginbotham—Yearbook Representative at Butlerville Elementary School

Janel Terrell—Art Department Chair

Jennifer Lyke—English Department Chair

Jen Dafoe—French Department Chair

Belle Allen—Guidance Department Chair

Sybil Cook—Industrial Arts Department Chair

Justine Randolph Zawodny—Math Department Chair

Donna Chilcote—Media Coordinator

Sarah Baker—Music K-12 Chairperson

Randy Gray—Science Department Chair

Sharon Stein—Social Studies Department Chair

Sally Lockhart—Special Education Department Chair

Roger Levo—Varsity Academic Team Advisor

Ron Maupin—Junior Varsity Academic Team Advisor

Deb Haisley—Freshman Academic Team Advisor

Terri Brandon Viltrakis—Art Club Advisor

Wayne Lyke—Audio Visual Advisor

Matt Suddendorf—Band Director

Tabitha Smith—Assistant Band Director

Sharon Stein—Bookstore Advisor

Dawn Gasper—Career Education Representative at Little Miami High School

Sarah Baker—Choral Advisor

Sybil Cook—FCCLA Advisor

Jen Dafoe—French Club Advisor

Don Muchmore—Freshman Class Advisor

Jennifer Lyke—Junior Class Advisor

Donna Chilcote—Literary Club Advisor—High School

Kasey Cole—National Honor Society—High School

Barb Worley—Preprofessional Internship Facilitator

Wayne Lyke—Radio Workshop

Matt Suddendorf—School Instrumental

Justine Randolph Zawodny—Senior Class Advisor

Melissa Wolf—Sophomore Class Advisor

Bea Cook—Spanish Club Advisor

Jeff Peters—Student Government—High School

Sarah Richardson—Substitute Teacher Scheduler

Wayne Lyke—Television Studio

Sarah Baker—Vocal Music

Erin Davis—High School Yearbook

Dawn Gasper—Extended Service 10 days before school/10 days after school

Belle Allen—Extended Service 10 days before school/10 days after school

Raegan Malblanc—Extended Service Days 10 days before school/10 days after school

Donna Chilcote—Extended Service Days 5 days before school/5 days after school

Don Muchmore—Extended Service Days 5 days before school/5 days after school

Barbara Hickey—Extended Service Days 5 days before school/5 days after school

Stephanie Journeay Pennix—Junior Varsity Volleyball Coach

Richard Lake—Girls Junior Varsity Golf Coach

Richard Lake—Girls Varsity Bowling Coach

Chris Lynch—Girls Junior Varsity Basketball Coach

Collin Brueggeman—Boys Junior Varsity Soccer Coach

Dave Mason—Girls Varsity Assistant Basketball Coach

Mike Shafer—2/3 Fitness Weight Lifting

Stephanie Jauch—Junior Varsity Girls “B” Team Tennis Coach

Melissa Wood—Freshman Volleyball Coach

ROLL CALL VOTE:

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

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MOTION CARRIED.

Resolution 07-127 Textbooks

Ms. Grice moved and Mrs. Hamburg seconded a motion to approve the following textbooks/tradebooks:

<i>A Thousand Splendid Suns</i>	-by Khaled Hosseini for World Literature 1
<i>Interpreter of Maladies</i>	-by Jhumpa Lahiri for World Literature 1
<i>Night</i>	-by Elie Wiesel for World Literature 2
<i>The Color of Water</i>	-by James McBride for Freshman English
<i>A Long Way Gone</i>	-by Ishmael Beah for Social Studies Current Issues
<i>Persian Girls</i>	-by Nahid Rachlin for Social Studies Current Issues

ROLL CALL VOTE:

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

MOTION CARRIED.

Resolution 07-128 Memorandums of Understanding

Mrs. Hamburg moved and Ms. Grice seconded a motion to approve the following memorandums of understanding:

- 1) This Memorandum of Understanding (MOU) is entered into by the Little Miami Local Board of Education (BOE) and the Little Miami Teachers' Association (the Association) through contract year 2009. The purpose of this Memorandum is to facilitate the modification of work assignment and compensation of the following individual as defined below:

Amy Aspenwall

The above-named teacher has agreed to surrender her planning period in exchange for additional compensation at one/fifth (1/5) their daily rate during trimesters one (1) and two (2) necessary to accommodate the demand for these courses as needed. During trimester three (3) when demand does not justify the additional period of instruction, compensation will be as established by contract.

It is understood between the parties of this contract that this MOU does not constitute a precedent or "past practice" in the District and that the contents of this agreement will expire with the term of the current Master Contract.

- 2) The negotiating teams representing the Little Miami Board of Education and the Little Miami Teachers' Association entered into contract negotiations last year that resulted in an agreement about pay periods. The agreement states that:

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Beginning with the first payroll period of the 2007-2008 school year, the board shall issue the payroll to all teachers in twenty-four (24) payments on the 10th and 25th of each month.

Representatives of the Little Miami Board of Education have requested that the new agreement not go into effect but continue with the former practice of issuing the payroll to all teachers every two weeks or every other Friday. The Little Miami Teachers' Association has agreed to the request. This practice states that:

The Board shall issue the payroll to all teachers in twenty-six (26) payments every other Friday. Exception to the twenty-six payments shall be when the calendar dictates twenty-seven (27) payments in order for the teachers to be paid every other Friday. In such cases, the teachers and the Association shall be informed before the start of the school year in which the twenty-seven (27) payments will be received.

ROLL CALL VOTE:

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

MOTION CARRIED.

Ms. Bobbie Grice gave the Warren County Career Center Report.

Executive Session

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

ROLL CALL VOTE:

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

MOTION CARRIED.

The Board entered into executive session at 7:34 p.m.

Return to Regular Session

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

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ROLL CALL VOTE:

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

MOTION CARRIED.

The Board returned to regular session at 8:12 p.m.

Adjournment

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

ROLL CALL VOTE:

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

MOTION CARRIED.

The meeting adjourned at 8:13 p.m.

Nona Cress, President

Shaun Bevan, Treasurer