

*“Where all students are challenged to learn and inspired to dream”*

**ST. BERNARD-ELMWOOD PLACE CITY SCHOOLS**

**BOARD OF EDUCATION**

**August 27, 2018**

**AGENDA**

**5:45 p.m. Board Meeting**

- I. Call to Order
- II. Roll Call
- III. Public Participation
- IV. Executive Session to Consider Employment of a Public Employee or Official
- V. Motion to Approve Minutes of Regular Meeting on July 16, 2018 and Minutes of Special Meeting on August 2, 2018
- VI. Financial Report and Report of the Treasurer

A. Approve Financial Report for July 2018

B. Approve Investments for July 2018

Investments - General

Star Ohio	\$ 12,064,319.39
5/3 Securities	2,234,681.94

Investment & Bank Interest - General

Star Ohio General	19,357.99
US Bank	91.72
5/3 Bank	8.43
5/3 Securities	400.68

Investments – Building Project

Star Ohio Bond Retirement	110,998.77
Star Ohio LFI	213,762.22
Star Ohio Local Share	632,529.43
Star Ohio State Share	5,689,365.59
5/3 Securities LFI	4,526,282.00
5/3 Securities Local Share	5,170,889.21

Investment Interest – Building Project

Star Ohio Bond Retirement	192.34
Star Ohio LFI	1,918.94
Star Ohio Local Share	1,096.12
Star Ohio State Share	9,859.38
5/3 Securities Local Share CD's	1,203.22
5/3 Securities LFI CD's	329.13

C. Approve Invoices with Then and Now Certificates in Excess of \$3,000 or Invoices More than 31 Days older than the Purchase Order as Presented

Ennis Britton Co., LPA	\$6,677.54
Fifth Third Bank	1,916.56
Michael Harbison	40.00
Larry Lasita	40.00
Ruth Mitchell	5,400.00
Mount St. Joseph University	475.00
Otis Elevator Company	5,499.79
Thyssenkrupp Elevator Corp.	10,056.68
University of Notre Dame	695.00
Valley Janitor Supply Co.	92.75
Verizon Wireless	252.65

D. Approval of New Account/Grants

587-9219	6b Preschool Restoration
516-9219	6b IDEA Restoration

E. Revision to High Schools That Work Account

Revise High Schools That Work Account from 499-9019 to 461-9019

VII. Old Business

VIII. New Business

A. Personnel

1. Resignation

It is recommended that the following resignations be approved, effective for the 2018-2019 school year:

- a. Hayley Morgan, Varsity Football Cheerleading Advisor
- b. James Munlin, Varsity Football Assistant Coach (1/2 stipend)

2. Employment

a. New Certified Staff

It is recommended that the following be employed for the 2018-2019 school year:

Katie Fitzpatrick, Bachelors Degree, Step 1  
Carlee Hufstedler, Bachelors+30, Step 1

b. Bus Drivers

It is recommended that the following be employed as bus drivers for the 2018-2019 school year, effective August 13, 2018:

Donna Curry, Step 16, 6 hours per day

Anthony Lee, Step 12, 6 hours per day

c. Paraprofessionals

It is recommended that the following be employed as paraprofessionals for the 2018-2019 school year:

Mary Ann Brannen, Step 1, 4 hours per day, 193 days

Andrea Draeger, Step 3, 28 hours per week

Fred James, Step 2, 7 hours per day, 194 days

Doris Hill, Step 8, 7 hours per day, 194 days

Karen Hinkel, Step 1, 3.5 hours per day 194 days

d. Summer School Tutor

It is recommended that Melynda Fisher be employed as a Summer School Tutor at St. Bernard Elementary on an as-needed basis.

e. Classified Substitutes

It is recommended that the following be approved as classified substitutes for the 2018-2019 school year:

John Estep

Timothy Meister

f. Tutors

It is recommended that the following be employed as Tutors for the 2018-2019 school year:

Ellen Douglas, SBE, up to 28 hours per week, Title I

Melynda Fisher, SBE, up to 28 hours per week, Title I

Cheryl Martin, SBE, up to 28 hours per week, Title I

Tracy Wheeler, SBE, up to 28 hours per week

Jenny Manion, EPE, up to 28 hours per week, Title I

Bonnie Payne, EPE, up to 28 hours per week, Title I

Andrea Warren, EPE, up to 28 hours per week, Title I

Catherine Crowley, EPE\*, Title I

Jennifer McCoy, EPE\*, Title I

\*Tutors will job share. Combined total not to exceed 28 hours per week.

g. Employment of Supplemental Contracts – 2018-2019

Upon the recommendation of the Superintendent, the Board of Education of the St. Bernard-Elmwood Place School District hereby authorizes the employment of the persons listed below under the designated supplemental contract, to be compensated in accordance with the Board-adopted salary schedule.

Also upon recommendation of the Superintendent, the Board of Education nonrenews the supplemental contracts listed below, effective at the close of the 2018-2019 school year, and directs the Treasurer to serve written notice of nonrenewal, pursuant to Revised Code 3319.11(H)(1)(a), to the persons listed, along with the contract of employment.

<u>Name</u>	<u>Position</u>	<u>Step</u>
Becky Balzer	Student Council – EPE	5
Erin Cupito	Student Council – SBE	4
Kristin Woosley	Student Council – HS	2
Andrew Critzer	Steel Drum Band	5
Andrew Critzer	Instrumental H.S.	5
Regina Jasinowski	Choral H.S.	3
Christina Kowalski	Choral Elementary	5
Becky Balzer	Local Prof. Development Comm.	N/A
Leslie Koehl	Local Prof. Development Comm.	N/A
Wendra Tuell	Local Prof. Development Comm.	N/A
Danielle Volk	Local Prof. Development Comm.	N/A
Brenda Schildmeyer	Resident Educator Mentor Specialist	5
Marcus Hanrahan	Yearbook	2
Tricia Hoog	Titans Plus (1/2 stipend)	5
Danielle Volk	Titans Plus (1/2 stipend)	5
Michael Osborne	Senior National Honor Society	4
Teri Goettelman	Junior National Honor Society	5
Nicole Wall	High School Drama	3
Michael Radtke	12 <sup>th</sup> Grade Class Advisor	5
Lindsey Louis	11 <sup>th</sup> Grade Class Advisor	5
Mackenzie Barrott	11 <sup>th</sup> Grade Class Advisor	1
Brett Kies	10 <sup>th</sup> Grade Class Advisor (1/2 stipend)	1
Regina Jasinowski	10 <sup>th</sup> Grade Class Advisor (1/2 stipend)	1
Leslie Koehl	9 <sup>th</sup> Grade Class Advisor	5

h. Resolution and Supplemental Athletic Contracts for 2018-2019

WHEREAS, the certificated employees of the St. Bernard-Elmwood Place City School District have been notified that there are openings for the positions listed below and at this time no such certificated employees with the qualifications which the Board of Education deems necessary for the positions have accepted the position; and

WHEREAS, individuals with a teaching certificate who are not employed by the St. Bernard-Elmwood Place City School District have been notified that there are openings in the positions listed below by advertising the openings in appropriate local media, and at this time no such individuals with the qualifications deemed necessary for the positions by the Board of Education have applied and accepted the positions.

NOW, THEREFORE, BE IT RESOLVED THAT the following be employed as listed:

<u>Name</u>	<u>Position</u>	<u>Step</u>
Jennifer Spears	Athletic Coordinator/Jr. High	5
Craig Black	Junior High Football	2
Quincy Curry	Junior High Cross Country	1
Fred James	Varsity Boys Baseball	5
Rush Packham	Junior High Asst. Football (40%)	1

i. Approval of Additional Supplemental Positions

It is recommended that all certified staff be approved to fill the following positions on an as-needed basis, as assigned by the building principal and Superintendent, for the 2018-2019 school year, per the SBEPEA Master Contract, at \$27.04 per hour:

Curriculum Development  
Curriculum Writing  
Detention  
Enrichment  
Home Instruction  
Homework Assistance  
Saturday School  
Tutors  
Other Extra Duties

j. Consultants

It is recommended that the following consultants be employed on an as-needed basis for the 2018-2019 school year as listed. All consultants will be paid with grant funds and federal dollars.

Donna Brigger, 7-9 Literacy, \$75 per hour (Roger Bacon only)  
Ruth Mitchell, Curriculum/CCIP \$75 per hour  
Leah Pham, Gifted, \$75 per hour  
Kathy Raftery, Elementary Science, \$75 per hour

k. District Student Learning Objectives (SLO) Committee

It is recommended that the following District Student Learning Objectives (SLO) Committee be approved as presented:

Clare Frentsos	Karen Clemons-Louis
Sarah Girard	Sherry Peters
Sarah Johnson	Robert Reynolds
Michael Osborne	Dr. Mimi Webb
Brenda Schildmeyer	

Representatives for the St. Bernard-Elmwood Place City School District are responsible for making recommendations for the Evaluation of Certified Staff to the St. Bernard-Elmwood Place Education Association

and the St. Bernard-Elmwood Place Board of Education. Teachers will be compensated for the time spent before and after the school day at the adopted rate of \$27.04 per hour.

l. Auxiliary Personnel for St. Clement School

It is recommended that the following be employed for the 2018-2019 school year to service St. Clement School and be paid with Title I and Auxiliary Funds:

1. Sandy Harris, Auxiliary Clerk, Step 25 of the Secretary Salary Schedule, 3 hours per day, 184 days
2. Jennifer Dutschke, Title I Teacher, Bachelors Degree, Step 22, 7 hours per day, 104 days
3. Carrie Riley, Remedial Math Teacher, Masters Degree, Step 14, 4 hours per day, 177 days
4. Lauren Miliano, Reading Teacher, Masters Degree, Step 8, 7 hours per day, 106 days
5. Katy Wood, Psychologist, Masters Degree, Step 8, 111 days
6. Sarah Germano, Masters Degree, Step 2, 6 hours per day, 177 days

m. Resolution Declaring Treasurer Incapacitated and Appointing Treasurer Pro Tempore

WHEREAS, the St. Bernard-Elmwood Place City School District Board of Education (hereafter referred to as the “Board of Education”) has been provided information regarding the ability of the current Treasurer to fully discharge the duties of the office of Treasurer for the period of time of her maternity leave;

WHEREAS, the incapacity of the Treasurer has created an emergency in the operation of this district;

BE IT RESOLVED by the Board of Education, as follows:

1. Pursuant to Ohio Revised Code section 3313.23, the Board of Education hereby finds that the Treasurer is incapacitated and unable to fully discharge the duties of the office of treasurer at the time her maternity leave commences, and is hereby continued on paid sick leave or vacation time or, upon the exhaustion of this sick leave or vacation time, on unpaid leave, until the conclusion of her maternity leave.
2. Due to prior finding, there is an urgent necessity requiring the immediate appointment of a treasurer pro tempore.
3. Donna O’Connor is appointed as treasurer pro tempore to serve until the conclusion of maternity leave, or until the expiration of the treasurer’s contract, or until removed for cause by a two-thirds vote of the board, whichever occurs first, at a rate of fifty seven (\$57.00) dollars per hour.

4. This Board of Education hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board of Education; and that all deliberations of this Board of Education and of 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 Ohio Revised Code section 121.22.

5. 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 that may be inconsistent or duplicative with the provisions of this resolution.

B. Approval of Bus Schedules

It is recommended that the bus schedules for the 2018-2019 school year be approved as presented in attachment #1.

C. Approve Resolution on Reimbursement of Parents for Transporting Nonpublic School Pupils

WHEREAS, resident students in grades kindergarten through twelve are eligible for transportation pursuant to Section 3327.01 of the Ohio Revised Code and 3301-83-01 (F) (8);

WHEREAS, only resident students residing more than 1.4 miles from their school of attendance are eligible for transportation;

THEREFORE, BE IT RESOLVED that after examination of existing school bus routes, time schedules, student residence location, and available school conveyances, it is hereby declared that additional requirements for transportation by school conveyance levied by this amendment are impractical, and in lieu of providing such service, the St. Bernard-Elmwood Place Board of Education hereby agrees to pay parents or guardian of said pupils in lieu of providing such service, an amount which shall not exceed the state average cost to transport all pupils in the state the preceding year, and;

BE IT FURTHER RESOLVED that the Board of Education shall grant payments in lieu of transportation when a contract between the Board of Education and the parent to provide transportation is issued; and payment shall be made after the parent has submitted a "Certification of Transportation;" and that such payment shall not exceed the level of reimbursement by the State Board of Education, Pursuant to Section 3327.01 Ohio Revised Code and 3301.81-01 (F) (8), and;

BE IT FURTHER RESOLVED that this Resolution shall be applicable to the 2018-2019 school year only.

D. Bus Lease Agreement

It is recommended that the bus lease agreement among Roger Bacon High School, St. Clement Elementary, and St. Bernard-Elmwood Place Schools be approved for the 2018-2019 school year as presented in attachment #2.

E. Memorandum of Understanding – OAPSE - Amendment to Article 29, Section H

It is recommended that the Memorandum of Understanding between the Ohio Association of Public School Employees, Local No. 622, be approved as follows:

WHEREAS, the Union and the Board are parties to a Collective Bargaining Agreement (CBA) with the effective dates of July 1, 2018 through June 30, 2021, and

WHEREAS, the Union and the Board have discussed the need to amend Article 29 Section H., and have agreed to the following:

NOW, THEREFORE, BE IT AGREED by and between the Union and the Board as follows:

1. Postings of Vacancies- Article 29 Section H. Shall be modified as follows: “New hires from outside the district who have experience, within their classification will be placed on the salary schedule no higher than step seven (7). In student transportation (requiring a CDL), **New hires with proven experience, can be placed on their experience step, however, no higher than step sixteen (16).**”

All other provisions in the Collective Bargaining Agreement currently in effect between the parties hereto and not altered by this Memorandum of Agreement shall remain in full force and for the term of the agreement.

IN WITNESS WHEREOF, the duly authorized representatives of the ST. BERNARD ELMWOOD PLACE CITY SCHOOL DISTRICT BOARD OF EDUCATION and the OHIO ASSOCIATION OF PUBLIC SCHOOL EMPLOYEES AND ITS LOCAL NO. 622 have executed this Memorandum of Agreement hereby intended to amend the current Collective Bargaining Agreement effective between the parties and incorporate such terms and conditions of this Memorandum on the dates set forth opposite their signature.

F. Memorandum of Understanding – OAPSE - Creation of Braille Transcriber Classified Position

It is recommended that the Memorandum of Understanding between the Ohio Association of Public School Employees, Local No. 622, be approved as follows:

WHEREAS, the Union and the Board are parties to a Collective Bargaining Agreement (CBA) with the effective dates of July 1, 2018 through June 30, 2021, and

WHEREAS, the Union and the Board have discussed the desire to create Braille Transcriber Classified position and have agreed to the following:



NOW, THEREFORE, BE IT AGREED by and between the Union and the Board as follows:

The Board shall create a classified position of Braille Transcriber with a starting rate of \$17.00 per hour, and shall receive the same wage percent increase per the negotiated agreement. If the position is needed beyond the expiration of the current agreement, the position and wage schedule for the new position will be added into the next Collective Bargaining Agreement.

All other provisions in the Collective Bargaining Agreement currently in effect between the parties hereto and not altered by this Memorandum of Agreement shall remain in full force and for the term of the agreement.

IN WITNESS WHEREOF, the duly authorized representatives of the ST. BERNARD ELMWOOD PLACE CITY SCHOOL DISTRICT BOARD OF EDUCATION and the OHIO ASSOCIATION OF PUBLIC SCHOOL EMPLOYEES AND ITS LOCAL NO. 622 have executed this Memorandum of Agreement hereby intended to amend the current Collective Bargaining Agreement effective between the parties and incorporate such terms and conditions of this Memorandum on the dates set forth opposite their signature.

G. Resolution to Approve Memorandum of Understanding for Utilization of Hamilton County Educational Service Center Business Advisory Council

WHEREAS, R.C.§3313.82 requires every school district board of education to establish a business advisory council or alternatively to enter into an agreement with the governing board of an educational service center to appoint the ESC's business advisory council to represent the businesses of the district; and

WHEREAS, the Board of Education wishes to approve a Memorandum of Understanding between the Board of Education and the Governing Board of the Hamilton County Educational Service Center for appointment of the HCESC Business Advisory Council to represent the business interests in the district.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education that after careful consideration and evaluation of the information before it that:

Section 1. The Board of Education approves the Memorandum of Understanding, attached as Exhibit A, to enable the Hamilton County Educational Service Center Governing Board's Business Advisory Council to represent the businesses of the District in accordance with state law.

Section 2. This Board of Education hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board of Education; and that all deliberations of this Board of Education and of 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 Ohio Revised Code section 121.22.

Section 3. 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 or duplicative with the provisions of this resolution.

H. Memorandum of Understanding – SBEPEA – Addition of Weight Room Supervisor Position

It is recommended that the following Memorandum of Understanding be approved:

This Agreement is entered into between the St. Bernard Elmwood Place School District Board of Education (“Board”) and the St. Bernard Elmwood Place Education Association (“Association”).

Whereas both parties have entered into a Collective Bargaining Agreement effective August 1, 2018 through July 31, 2019; and

Both parties wish to add the following supplemental position:

Weight Room Supervisor

Job Description

1. Weight Room will be open and available to all athletes.
2. All student athletes using the weight room must be trained by the supervisor before using the equipment.
3. Trains all coaches on the use of equipment and gives adequate work outs for teams
4. Maintains all equipment including cleaning and trash removal
5. Handles all requests by coaches and trainer on rehab of an injured athlete
6. Completes all paperwork necessary for athletes and Athletic Director
7. Performs other duties as directed by Athletic Director

Position shall be available for the time frames of August to October (fall season), November to February (winter season), March to May (spring season), and June to July (summer season).

Position will be compensated at (2018-2019):

Step 1: (2.7%) \$1,069

Step 2 (3.2%): \$1,267

Step 3 (3.7%): \$1,465

Step 4 (4.2%): \$1,663

Step 5 (4.7%): \$1,861

The terms and provisions of the Collective Bargaining Agreement have not been modified, except as stated herein, and shall remain in full force and effect.

I. Miscellaneous - Liaison Reports

1. Curriculum Council Liaison – Micki Spears
2. Student Achievement & Student Affairs Liaisons – Katie Estep
3. Education Hall of Fame Committee Liaisons – Tinette Underwood and Marc Fleak
4. Alumni Association – Micki Spears and Marc Fleak
5. Great Oaks Institute of Technology & Career Liaison – Micki Spears
6. Legislative Liaison – Katie Estep
7. Business Liaison – Tinette Underwood
8. Building Project Update – Bruce Helwagen
9. President’s Report – Linda Radtke
10. Superintendent’s Report - Dr. Mimi Webb

J. Schedule Special Board Meeting for October 2018

It is recommended that a Special Board Meeting be scheduled in October 2018 for the purpose of resolutions for the construction of the Pre-K through Grade 12 building.

K. Adjournment

Board Meeting Dates – all meetings begin at 5:45 p.m.

September 17	November 26
October 22	December 10