

MINUTES OF THE REGULAR MEETING OF THE ST. BERNARD-ELMWOOD
PLACE BOARD OF EDUCATION ON AUGUST 28, 2017

The St. Bernard-Elmwood Place Board of Education met in regular session on August 28, 2017, at 5:45 p.m. in the Board of Education Office, 105 Washington Avenue, St. Bernard, Ohio 45217. The meeting was called to order by President Linda Radtke and opened with the Pledge to the Flag.

Roll Call

Present: Linda Radtke, Dr. Jason McMullan, and Micki Spears

Absent: Tinette Underwood and Joe Wheeler

Also present: Dr. Mimi Webb, Emily Hauser, and Bruce Helwagen

Visitors (who signed in): None

Public Participation

None

Presentation

Ms. Karen Clemons, Principal at St. Bernard Elementary, gave an update on the start of the 2017-2018 school year and discussed personnel changes and curriculum modifications.

17-125 Executive Session to Discuss Employment and Compensation of Public Employees and Officials

Dr. McMullan made a motion, seconded by Mrs. Spears, to enter Executive Session at 6:06 p.m. to discuss employment and compensation of public employees and officials.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

Regular session reconvened at 7:20 p.m.

17-126 Approval of Minutes of Regular Meeting on July 24, 2017 and Minutes of Special Board Meetings on July 31, 2017 and August 3, 2017

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the minutes of the Regular Meeting on July 24, 2017 and minutes of the Special Board Meetings on July 31, 2017 and August 3, 2017 as presented.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-127 Financial Report and Report from the Treasurer

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the following:

Financial Report for July 2017

Investments for July 2017

Investments - General

Star Ohio	\$	7,400,272.32
Fifth Third C.D.		250,000.00
Fifth Third C.D.		250,000.00

Investment Interest - General

Star Ohio General		7,066.96
Fifth Third Securities		18493

Bank Interest - General

US Bank		177.20
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Investments – Building Project

Star Ohio Bond Retirement		219,328.44
Star Ohio LFI		451,777.73
Star Ohio Local Share		929,994.59
Star Ohio State Share		652,637.03
Fifth Third Securities LFI		2,488,256.95
Fifth Third Securities Local Share		4,975,000.00

Investment Interest – Building Project

Star Ohio Bond Retirement		209.45
Star Ohio LFI		431.43
Star Ohio Local Share		888.11
Star Ohio State Share		623.24

Invoices with Then and Now Certificates in Excess of \$3,000 or Invoices More than 30

Days older than the Purchase Order as Presented

Burkhardt Pro Hardware		225.13
Copy Express		518.31
Duke Energy		14,692.68
Duke Energy		3,122.98
Paul Finkes		220.96
Geauga County ESC		2,565.00
Healthcare Billing Services		1,168.65
Rush Truck Centers		668.62
Scarlet & Gray		5,057.20
Scholastic Inc.		188.00
Siefert's Sports Center		250.93
Smyth Automotive Inc.		24.09
Team Fitz Graphics		20.00
Warren County ESC		370.00

Approval of Transfers

<u>Amount</u>	<u>From</u>	<u>To</u>
\$36,000	001 General Fund	300 9301 Athletic Fund
\$ 2,500	001 General Fund	300 9302 Music Fund

Approval of Permanent Appropriations and Amended Certificate

Approval of Ohio School Boards Association/Public Finance Resources Services Agreement

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-128 Administrative Salary Schedule (Superintendent, Treasurer, Director of Business Affairs/Technology, and Principals)

Dr. McMullan made a motion, seconded by Mrs. Spears, to approve a 3% increase for fiscal year 2018 for administrative contracts (Superintendent, Treasurer, Director of Technology/Business Affairs, and Principals) in effective as of August 1, 2017 and a 0% increase for fiscal year 2019.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-129 Exempt Employees Salary Schedule

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve a 2% increase for fiscal year 2018 for exempt employees and a 2% increase for fiscal year 2019.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-130 Amend Treasurer’s Contract

Mrs. Spears made a motion, seconded by Dr. McMullan, to amend the Treasurer’s contract from 260 days to 250 days, effective August 1, 2017.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-131 Extension of Treasurer’s Contract

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve Emily Hauser’s contract as Treasurer, from August 1, 2018 through July 31, 2022 as presented.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-132 Addendum to Superintendent’s Contract

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve an addendum as presented to Mimi Webb’s contract as Superintendent to include a payout of 50 vacation days over a scheduled time period, limit carryover of vacation days to 60 per fiscal year, amend severance upon retirement, and limit amount of accumulated sick days to a maximum of 275 days.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-133 Resignation

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the resignation of Janet Jones, effective at the end of the 2016-2017 school year.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-133 Crossing Guard Job Description

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the Crossing Guard job description as presented.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-134 Crossing Guard Rate of Pay

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the Crossing Guard rate of pay as \$11.00 per hour.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-135 Revision to Athletic Director Job Description

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve revision to the Athletic Director job description as presented.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-136 Athletic Director Salary Schedule

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the Athletic Director Salary Schedule as presented.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-137 Employment of Certified Teachers

Mrs. Spears made a motion, seconded by Dr. McMullan, to employ the following certified teachers for the 2017-2018 school year as listed:

1. Krista Dehner, Elementary Physical Education, B+30, Step 4, effective September 5, 2017 (Tuesday through Friday)
2. Patricia Ellsworth, Secondary Intervention Specialist, Masters Degree, Step 6, effective August 14, 2017
3. Marcus Hanrahan, Secondary English, Bachelors Degree, Step 3, effective August 14, 2017

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-138 Athletic Director

Mrs. Spears made a motion, seconded by Dr. McMullan, to employ Matthew Koenig as Athletic Director, Step 5, effective August 14, 2017 and ending on July 31, 2018.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-139 Employment of Athletic Supplemental Contracts – 2017-2018

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the following:

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 contracts, 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 2017-2018 school year, and directs the Treasurer to serve written notice of nonrenewal, pursuant to Revised Code 3319.11(H)(1)(a), to the person listed, along with the contract of employment.

<u>Name</u>	<u>Position</u>	<u>Step</u>
Christina Fisk	Varsity Swimming	2
Charles Hester	7 th Grade Boys Basketball	2

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-140 Resolution and Supplemental Athletic Contracts for 2017-2018

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the following:

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 positions; 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 opening in appropriate local media, and at this time no such individual 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 Johnson	Varsity Boys/Girls Soccer	4
Joseph Godbey	Junior High Football	1

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-141 Employment of Non-Athletic Supplemental Contracts – 2017-2018

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the following:

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 2017-2018 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>
Erin Cupito	Student Council – SBE	1
Michael Osborne	National Honor Society – HS	3
Kristin Woosley	Student Council – HS	1
Marcus Hanrahan	Yearbook	1
Laura Herkins	10 th Grade Class Advisor*	1
Susanne Mayer	10 th Grade Class Advisor*	1
	*One-half stipend	

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-142 Employment of Paraprofessionals

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve employment of the following paraprofessionals for the 2017-2018 school year:

1. Theresa Meister, High School, Step 1, 7 hours per day, effective August 14, 2017
2. Doris Hill, St Bernard Elementary, Step 7, 7 hours per day, effective August 23, 2017

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-143 Employment of Crossing Guard

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve employment of Patricia McLeod as a St. Bernard Crossing Guard, effective August 22, 2017.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-148 Homework Assistance

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve employment of the following to provide Homework Assistance on an as-needed basis for the 2017-2018 school year:

Rachel Briedis, HS
Kristine Dierkers, HS
Christina Fisk, HS

Susanne Mayer, HS
Michael Meyer, SBE

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-149 Home Instruction Tutors

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve employment of the following as Home Instruction Tutors on an as-needed basis for the 2017-2018 school year:

Patricia Ellsworth
John Wilson

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-150 Consultants

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the following consultants on an as-needed basis for the 2017-2018 school year as listed. All consultants will be paid with grant funds and federal dollars which were carried over from fiscal year 2017.

Donna Brigger, 7-9 Literacy, \$75 per hour
Priscilla Copas, K-3 Literacy, \$75 per hour
Ruth Mitchell, Curriculum/CCIP \$75 per hour
Leah Pham, Gifted, \$75 per hour
Kathy Raftery, Elementary Science, \$75 per hour
Meri Johnson, Curriculum Engineers Inc., \$600 per day

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-151 District Student Learning Objectives (SLO) Committee

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the following District Student Learning Objectives (SLO) Committee as presented:

Clare Frentsos

Sarah Girard

Sarah Kroeger

Michael Osborne

Brenda Schildmeyer

Karen Clemons

Sherry Peters

Robert Reynolds

Dr. Mimi Webb

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.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-152 Auxiliary Personnel for St. Clement School

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the following for the 2017-2018 school year to service St. Clement School and be paid with Title I and Auxiliary Funds:

1. Sandy Harris, Auxiliary Clerk, Step 24 of the Secretary Salary Schedule, 3 hours per day, 184 days
2. Jennifer Dutschke, Title I Teacher, Bachelors Degree, Step 21, 6 hours per day, 103 days
3. Carrie Riley, Remedial Math Teacher, Masters Degree, Step 13, 4 hours per day, 177 days
4. Lauren Miliano, Reading Teacher, Masters Degree, Step 7, 6 hours per day, 105 days
5. Katy Wood, Psychologist, Masters Degree, Step 7, 111 days

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-153 Amend Contract for Bruce Helwagen, Director of Business Affairs/Technology

Mrs. Spears made a motion, seconded by Dr. McMullan, to amend the Director of Business Affairs/Technology's contract with the Board of Education paying an additional 2% of salary toward the annual State Teachers Retirement System contribution through the remainder of the contract term, effective August 1, 2017. A total contribution of 5% shall therefore be paid by the Board of Education. This contribution shall be paid in addition to salary and shall not be included in compensation for retirement.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-154 Authorization to Employ Developmentally Handicapped Students in the St. Bernard-Elmwood Place School District

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the following:

The administrative staff shall be authorized to employ students who are enrolled in the school district's Developmentally Handicapped classes. They are to be employed on an "if and when needed" basis for the 2017-2018 school year. Rate of pay will be \$2.50 per hour.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears

Absent – Mrs. Underwood and Mr. Wheeler

17-155 Resolution on Reimbursement of Parents for Transporting Nonpublic School Pupils

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the following:

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 2017-2018 school year only.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-156 Bus Lease Agreement

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the bus lease agreement among Roger Bacon High School, St. Clement Elementary, and St. Bernard-Elmwood Place Schools for the 2017-2018 school year as presented.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-157 Approval of Revisions to St. Bernard-Elmwood Place Board of Education Policies

Mrs. Spears made a motion, seconded by Dr. McMullan, to approve the following revised Board of Education policies relating to House Bill 410:

Truancy, JEDA
Student Rights and Responsibilities, JF
Student Conduct (Zero Tolerance), JFC
Student Discipline, JG
Student Suspension, JGD

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

17-158 Appoint Ohio School Boards Association Capital Conference Alternate

Mrs. Spears made a motion, seconded by Dr. McMullan, to appoint Mrs. Spears as an alternative to the Ohio School Boards Association annual capital conference.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
Absent – Mrs. Underwood and Mr. Wheeler

Miscellaneous - Liaison Reports

1. Curriculum Council Liaison – Micki Spears
2. Student Achievement & Student Affairs Liaisons – Tinette Underwood (absent)
3. Education Hall of Fame Committee Liaisons – Dr. Jason McMullan and Micki Spears (no report)

4. Alumni Association – Micki Spears (no report)
5. Great Oaks Institute of Technology & Career Liaison – Joe Wheeler (absent)
6. Legislative Liaison – Dr. Jason McMullan (no report)
7. Finance Advisors – Dr. Jason McMullan and Linda Radtke (no report)
8. Audit Representative – Micki Spears and Joe Wheeler (no report)
9. Business Liaison – Tinette Underwood (absent)
10. President’s Report – Linda Radtke
11. Superintendent’s Report - Dr. Mimi Webb

17-159 Motion to Cancel Special Board Meeting on August 30, 2017

Dr. McMullan made motion, seconded by Dr. McMullan, to cancel the Special Meeting scheduled for August 30, 2017.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
 Absent – Mrs. Underwood and Mr. Wheeler

17-160 Adjournment

Mrs. Spears made a motion, seconded by Dr. McMullan, to adjourn the meeting. Meeting adjourned at 8:14 p.m.

The motion passed by the following roll call vote:

Yes - Mrs. Radtke, Dr. McMullan, and Mrs. Spears
 Absent – Mrs. Underwood and Mr. Wheeler

Minutes approved by the Board of Education: _____

 Treasurer

 Date

 Board President

 Date