

**BOARD OF EDUCATION MEETING
November 15, 2018– 7:00 P.M.**

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1099 State Route 131
Milford, Ohio 45150**

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**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT
MINUTES – November 15, 2018**

The Board of Education met in Regular Session on November 15, 2018 at the Milford Board of Education, 1099 State Route 131, Milford, Ohio 45150. President Lucas called the meeting to order at 7:00 p.m. in accordance with notices sent to each member.

The following members were present at roll call:

Mr. Yockey	Mrs. Brady	Mr. Hamm
Mrs. Marques	Mr. Lucas	

Also present were Mrs. House, Mr. Rabe, Dr. Chin, Mr. Spieser, Mr. Johnson, Mr. Daniels and Mrs. Berkley

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

(18-156) On a motion by Mrs. Marques, seconded by Mr. Yockey to approve the agenda as written.

Roll call was as follows:

Mr. Yockey, Aye	Mrs. Brady, Aye	Mr. Hamm, Aye
Mrs. Marques, Aye	Mr. Lucas, Aye	

Motion Carried.

APPROVAL OF MINUTES

(18-157) On a motion by Mrs. Marques, seconded by Mrs. Brady to approve the following minutes as written.

Board Work Session: October 17, 2018

Regular Board Meeting: October 18, 2018

Roll call was as follows:

Mr. Yockey, Aye	Mrs. Brady, Aye	Mr. Hamm, Aye
Mrs. Marques, Aye	Mr. Lucas, Aye	

Motion Carried.

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT
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Presentations:

Recognition of Milford High School student artwork – Mrs. Nancy House and Mr. John Spieser

Five high school art students were recognized by the Board: Ian McClain, Ellen Long, Clarissa Kester, Brooke Avance, and Peri Willoughby. Their teachers are Mrs. Schunk, Mr. Luessen, Mr. Shepherd, Mr. Schaefer, and Mr. Tucker. The artwork of these five students will remain on display in the Administrative Office until the December Board of Education Meeting.

Recognition of Girl Scout Troop

Girl Scout Troop 49712 attended the Board Meeting as part of earning their government badge. Girls in the troop spoke to the Board about what they are learning about government including reviewing and discussing some of the Board's policies.

Presentation of Milford High School diploma to the family of Clell P. Steagall – Mr. Gary Knepp

The Board presented an honorary diploma posthumously to the family of Clell P. Steagall. Mr. Gary Knepp shared information about Mr. Steagall. Steagall left Milford High School to enlist in the U.S. Army in 1941. He fought in the Battle of Bataan and survived the Bataan Death March and later died in a POW Camp. Milford High School Principal Josh Kauffman accepted the diploma on behalf of the Steagall family. The diploma will be on display in a memorabilia case in the lobby of Milford High School.

Announcement of the Veterans Wall of Honor – Mrs. Nancy House and Mr. Gary Knepp

Mrs. Nancy House and Mr. Gary Knepp spoke about a Veterans Wall of Honor being added to the entryway of the Board of Education room. The Wall of Honor will feature a nameplate for each veteran included and will list the armed force branch, the conflict, and the dates of service along with a symbol indicated KIA or other cause of death. In addition, there will be an electronic display with photos, campaigns served, medals awarded, and dates of attendance at Milford High School. The Wall of Honor will also include medallions representing each branch of the military.

There will be criteria to be featured on the Milford Exempted Village School District Veterans Wall of Honor and submissions are to be approved by the designee assigned by the Superintendent. The guidelines for submissions will be posted on the district website.

Presentation of the troop boxes to Diana Lawrence of Troop Box Ministries

Ms. Kelsey Erickson and Ms. Alex Heileman, Advisors of Junior High Builder's Club, and their student speakers shared that the Builders Club teamed up with the Milford Education Association to collect items for the troops and for the "Spread the Love" campaign. They were able to collectively gather 2,838 items. Items were sent to both to Milford Miami Ministries and SupportOur Troops.

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Video: Veterans Day Celebrations throughout the District – Mrs. Nancy House

Mrs. Nancy House shared a video that highlighted the Veterans Day programs celebrated in each of our schools. More than 400 veterans were honored in our schools and dozens spoke to our students at the elementary buildings, junior high, and high school.

Great Oaks Report – Mr. Dave Yockey

Mr. Yockey shared that the Great Oaks operating levy on the November ballot passed. He reviewed some of the newest career-technical programs offered through the Oaks.

Student Council Representatives - Ms. Maddie Atwell and Mr. Caleb Cambron

Mr. Caleb Cambron shared upcoming activities being planned by Student Council including the annual blood drive being held on December 4.

Public Participation

Ashley Steinke asked that the Board reconsider the contract with Clermont County Education Service Center at the Milford Preschool. She does not believe it is safe to have the preschool students in the same building with the older students served through the Clermont Educational Collaborative. Mrs. Steinke believes the design of the older building prevents adequate safety measures from being put in place.

BOARD OF EDUCATION

(18-158) On a motion by Mrs. Marques, seconded by Mr. Hamm for Approval of the Addendum to the Superintendent's Contract as presented (Appendix A).

Mr. Yockey, Aye
Mrs. Marques, Aye

Mrs. Brady, Aye
Mr. Lucas, Aye

Mr. Hamm, Aye

Motion Carried.

TREASURER'S REPORTS

(18-159) On a motion by Mr. Hamm, seconded by Mr. Yockey to approve the following items as presented.

Approval of Financial Reports for month ending October 31, 2018

Appropriation Account Summary (APPSUM)
Revenue and Expenditures (FNDREVEX)
Financial Summary Report (FINSUM)
Investment Report – report of interim funds invested in secured instruments.
Bank Reconciliation

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Approval for disposal of the following Maintenance inventoried items with asset tags:

1988 Ford Pick-up Truck
1996 Chevrolet Minivan
1996 Chevrolet Minivan

Approval for Disposal of Auxiliary Service Items as presented

Roll call was as follows:

Mr. Yockey, Aye	Mrs. Brady, Aye	Mr. Hamm, Aye
Mrs. Marques, Aye	Mr. Lucas, Aye	

Motion Carried.

Approval of the following Resolutions for Bond Timeline

(18-160) On a motion by Mrs. Marques, seconded by Mr. Yockey to approve the Resolution declaring official intent with respect to reimbursement of temporary advances made for capital expenditures to be made from subsequent borrowings (Appendix B)

Roll call was as follows:

Mr. Yockey, Aye	Mrs. Brady, Aye	Mr. Hamm, Aye
Mrs. Marques, Aye	Mr. Lucas, Aye	

Motion Carried.

(18-161) On a motion by Mr. Yockey, seconded by Mrs. Marques to approve the Resolution requesting fiscal officer to certify maximum maturity of bonds (Appendix C)

Roll call was as follows:

Mr. Yockey, Aye	Mrs. Brady, Aye	Mr. Hamm, Aye
Mrs. Marques, Aye	Mr. Lucas, Aye	

Motion Carried.

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT
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(18-162) On a motion by Mr. Yockey, seconded by Mrs. Marques to approve the Resolution designating RBC Capital Markets, LLC as bond underwriter for Milford Exempted Village School District (Appendix D)

Roll call was as follows:

Mr. Yockey, Aye	Mrs. Brady, Aye	Mr. Hamm, Aye
Mrs. Marques, Aye	Mr. Lucas, Aye	

Motion Carried.

(18-163) On a motion by Mrs. Marques, seconded by Mr. Yockey to approve the Resolution authorizing the Board of Education of the Milford Exempted Village School District to apply for ballot consent (Appendix E)

Roll call was as follows:

Mr. Yockey, Aye	Mrs. Brady, Aye	Mr. Hamm, Aye
Mrs. Marques, Aye	Mr. Lucas, Aye	

Motion Carried.

(18-164) On a motion by Mrs. Marques, seconded by Mr. Yockey to approve the Resolution retaining Bond Attorneys (Appendix F)

Roll call was as follows:

Mr. Yockey, Aye	Mrs. Brady, Aye	Mr. Hamm, Aye
Mrs. Marques, Aye	Mr. Lucas, Aye	

Motion Carried.

(18-165) On a motion by Mr. Yockey, seconded by Mrs. Marques to approve the Resolution declaring Milford Exempted Village School District to be a Special Needs District (Appendix G)Roll call was as follows:

Roll call was as follows:

Mr. Yockey, Aye	Mrs. Brady, Aye	Mr. Hamm, Aye
Mrs. Marques, Aye	Mr. Lucas, Aye	

Motion Carried.

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SUPERINTENDENT’S ITEMS

Items for Approval for the Superintendent:

(18-166) On a motion by Mr. Hamm seconded by Mr. Yockey to approve the following items as presented:

Approval of the following policies:

- 1) BB: School Board Legal Status
- 2) BDDG: Minutes
- 3) DBD: Budget Planning - Five-Year Forecast
- 4) DECA: Administration of Federal Grant Funds
- 5) DJ: Purchasing
- 6) DJB: Petty Cash Accounts
- 7) DJC: Bidding Requirements
- 8) DJF: Purchasing Procedures
- 9) DJH: Credit Cards
- 10) GA: Personnel Policies Goals
- 11) GBI: Staff Gifts and Solicitations
- 12) GBIA: Online Fundraising Campaigns/Crowdfunding (Also IG DFA)
(previously Milford regulation GBI-R/KH-R will now become a policy)
- 13) GBQ: Criminal Records Check
- 14) GCB-1: Professional Staff Contracts and Compensation Plans - Teachers
- 15) GCB-2: Professional Staff Contracts and Compensation Plans - Administrators
- 16) GCD: Professional Staff Hiring
- 17) GDB: Support Staff Contracts and Compensation Plans
- 18) IGD: Cocurricular and Extracurricular Activities
- 19) IGDF: Student Fundraising Activities
- 20) IGDJ: Interscholastic Athletics
- 21) JFC: Student Conduct -Zero Tolerance
- 22) JFCF: Hazing and Bullying - Harassment, Intimidation and Dating Violence
- 23) JFCJ: Weapons in the Schools
- 24) JG: Student Discipline
- 25) JGD: Student Suspension
- 26) JGDA: Emergency Removal of a Student
- 27) JGE: Student Expulsion
- 28) JP: Positive Behavioral Intervention and Supports - Restraint and Seclusion
- 29) KH: Public Gift to the District
- 30) KI: Public Solicitations in the Schools

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**Approval of Resolution to Create the Milford Administrative Offices Veterans Wall of Honor
(Appendix G)**

Roll call was as follows:

Mr. Yockey, Aye
Mrs. Marques, Aye

Mrs. Brady, Aye
Mr. Lucas, Aye

Mr. Hamm, Aye

Motion Carried.

Informational Items for the Superintendent

First reading of the following policies, regulations and/or exhibits:

- 1) EBBA: First Aid
- 2) EBC: Emergency Management and Safety Plans
- 3) EFF: Food Sale Standards
- 4) JECBB: Interdistrict Open Enrollment – Statewide
- 5) JECBD: Intradistrict Open Enrollment – Version 1
- 6) JED: Student Absences and Excuses

HUMAN RESOURCES

Miscellaneous Items For Human Resources

(18-167) On a motion by Mrs. Marques, seconded by Mr. Yockey to approve the following items as presented:

Approval of Memorandum of Understanding (MOU) adding LEGO League and Assistant High School Bowling Coach (Appendix H)

Approval to pay Melissa Lewis a stipend of \$65 per month for cell phone use (retroactive from August 1, 2018)

Roll call was as follows:

Mr. Yockey, Aye
Mrs. Marques, Aye

Mrs. Brady, Aye
Mr. Lucas, Aye

Mr. Hamm, Aye

Motion Carried.

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Certified Items for Human Resources

(18-168) On a motion by Mrs. Marques, seconded by Mrs. Brady to approve the following items as presented:

Approval of Certified Resignation for the purpose of Retirement:

Grothaus, Terrie - Mulberry Teacher, effective 6/01/19

Approval of Family Care Leave of Absence (unpaid requires board approval)

Wright, Kate - 9/1218 through 11/09/18

Roll call was as follows:

Mr. Yockey, Aye
Mrs. Marques, Aye

Mrs. Brady, Aye
Mr. Lucas, Aye

Mr. Hamm, Aye

Motion Carried.

Classified Items For Human Resources

(18-169) On a motion by Mrs. Brady, seconded by Mr. Hamm to approve the following items as presented:

Approval of Classified Resignation for the purpose of Retirement:

Fender, Linda - Food Service Worker, effective 11/01/18

Approval of Classified Resignation:

James, Olive - Substitute Food Service Worker

Approval of Medical Leave of Absence (unpaid leave requires board approval)

King, Kathy - 10/15/18 through 11/07/18

Roll call was as follows:

Mr. Yockey, Aye
Mrs. Marques, Aye

Mrs. Brady, Aye
Mr. Lucas, Aye

Mr. Hamm, Aye

Motion Carried.

Approval of Classified Hiring Recommendations for the 2018-2019 school year:

1) Hughes, Benjamin - High School, Custodian, 8 hours/day, 260 day contract, experience 0, \$16.64/hour, effective 11/07/18

2) Iles, Kelly - Madeira Elementary, Food Service Worker I, 2.75 hours/day, experience 0, \$14.39/hour, effective 11/01/18

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- 3) Mierke, Maria - Meadowview Elementary, Madeira, Food Service Worker I, 2.0 hours/day, experience 3, \$15.31/hour, effective 10/16/18
- 4) Ostholthoff, Laura - Milford High School, Food Service Worker II, 2.5 hours/day, experience 8, \$16.91/hour, effective 10/16/18
- 5) Sprunger, Maren - Mulberry Elementary, Extended Day Caregiver, experience 3, \$17.37/hour, effective 10/16/18
- 6) Bingham, Bobby* - Substitute Custodian and Maintenance Worker
- 7) Hotchkiss, Deanna* - Substitute Teacher Aide
- 8) Ison, Kathleen* - Substitute Food Service Worker
- 9) Long, Cathleen* - Substitute Extended Day Caregiver
- 10) Rust, Sharon* - Substitute Food Service Worker
- 11) Weiss, Emily - Substitute Food Service Worker
- 12) White, Amanda* - Substitute Teacher Aide

Roll call was as follows:

Mr. Yockey, Aye
Mrs. Marques, Aye

Mrs. Brady, Aye
Mr. Lucas, Aye

Mr. Hamm, Aye

Motion Carried.

Supplemental Duty Resignations, Positions and Assignments for Human Resources

(18-170) On a motion by Mrs. Marques, seconded by Mrs. Brady to approve the items as presented:

Approval of Supplemental Contract Resignations:

- 1) Holmer, Jeanette - Freshmen Class Advisor, 37.5%
- 2) Holmer, Jeanette - Student Council Advisor, 75%

Approval of Athletic and Extracurricular Activities Supplemental Contracts

- 1) Epp, Colleen - High School, Winter Cheer, Assistant Coach, level 5, pay step 0, \$2,413
- 2) Brenner, Jennifer - High School, Winter Cheer, Assistant Coach, level 5, pay step 0, \$2,413
- 3) Eastham, Deanna - Junior High, Winter Cheer, Assistant Coach, level 4, pay step 0, \$1,609
- 4) Hassebrock, Chelsey - Junior High, Winter Cheer, Assistant Coach, level 4, pay step 0, \$1,609
- 5) McDonough, Chris - High School, Wrestling, Assistant Coach, level 8, pay step 13, \$7,238
- 6) Steiner, John - High School, Wrestling, Assistant Coach, level 8, pay step 7, \$6,836
- 7) Babinec, Jason - High School, Wrestling, Assistant Coach, level 8, pay step 11, \$7,238
- 8) Cunningham, Brad - Junior High, Wrestling, Assistant Coach, level 6, pay step 6, \$4,222
- 9) Clayton, Josh - Junior High, Wrestling, Assistant Coach, level 6, pay step 4, \$4,021
- 10) Frye, Emma - High School, Swimming 50%, Assistant Coach, level 8, pay step 0, \$2,413
- 11) Davison, Kelcey - High School, Boys Tennis, Head Coach, level 8, pay step 4, \$6,434
- 12) Bartholomew, Shane - High School, Boys Track, Head Coach, level 10, pay step 15, \$11,260

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- 13) Ackerman, Dave - High School, Girls Track, Head Coach, level 10, pay step 8, \$9,651
- 14) Kilgore, Tom - High School, Baseball, Head Coach, level 10, pay step 26, \$12,064
- 15) Gregory, Christy - High School, Softball, Head Coach, level 10, pay step 17, \$11,260
- 16) Siciliano, Jim - High School, Boys Volleyball, Head Coach, level 9, pay step 10, \$8,847
- 17) Cross, Brian - High School, Boys Lacrosse, Head Coach, level 10, pay step 1, \$6,434
- 18) Robinson, Windy - High School, Girls Lacrosse, Head Coach, level 10, pay step 1, \$6,434
- 19) Pitcairn, Jessica* - Costume Director, level 8, pay step 0, \$4,826

Approval of Volunteers for the 2018-19 school year

- 1) Paolo, Desiree - Winter Cheer
- 2) Smith, Taylor - Girls Basketball
- 3) Clayton, Nate - Wrestling
- 4) Brueck, Scott – Wrestling

Roll call was as follows:

Mr. Yockey, Aye
Mrs. Marques, Aye

Mrs. Brady, Aye
Mr. Lucas, Aye

Mr. Hamm, Aye

Motion Carried.

CURRICULUM & INSTRUCTION

Items for approval for Curriculum and Instruction

(18-171) On a motion by Mr. Yockey, seconded by Mrs. Marques to approve the following item as presented:

Approval for Curriculum pay (not to exceed 25 hours) for the following teachers to plan and implement ACT preparation at Milford High School

- 1) Davison, Kelcey
- 2) Metzger, Kevin
- 3) Moorehead, Melody
- 4) Wahl, Geoff

Roll call was as follows:

Mr. Yockey, Aye
Mrs. Marques, Aye

Mrs. Brady, Aye
Mr. Lucas, Aye

Mr. Hamm, Aye

Motion Carried.

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT
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BOARD OF EDUCATION

Public Participation - None

Next Board Meeting:

December 13, 2018,
Milford Schools Administrative Offices
Milford Exempted Village School District
1099 State Route 131
Milford, OH 45150

Discussion

Mrs. Brady spoke about the sessions she attended at the Ohio School Boards Capital Conference and would like to hear feedback from the other Board members and administrators regarding any noteworthy sessions they attended. She added that she was proud of the work that Milford was doing compared to other districts in the state and commended the administrators for being proactive in putting students first and continuing to move the district forward academically and facility wise.

ADJOURNMENT

(18-172) On a motion by Mrs. Marques, seconded by Mrs. Hamm to adjourn from the November 15 , 2018 Board of Education meeting at 7:50 p.m.

Roll call was as follows:

Mr. Yockey, Aye
Mrs. Marques, Aye


Mrs. Brady, Aye
Mr. Lucas, Aye

Mr. Hamm, Aye

Motion Carried.



PRESIDENT



TREASURER