

MILFORD BOARD OF EDUCATION

Board Meeting - Agenda



August 15, 2019

6:50 p.m. – Public Hearing

7:00 p.m. – Regular Board Meeting

**Milford Schools - Administrative Offices
1099 State Route 131 – Milford, OH 45150**

6:50 p.m. – PUBLIC HEARING

- A. Consideration of the district calendar for the 2020-2021 school year (Handout and Attachment 01)

7:00 p.m. – REGULAR BOARD MEETING

- A. Call to order
Roll Call

- B. Pledge of Allegiance

C. Approval of the Agenda

Roll Call

D. Approval of Minutes:

- 1) Regular Board Meeting: July 18, 2019 (Attachment 02)

Roll Call

E. Public Participation

I. **BOARD OF EDUCATION - Mr. George Lucas**

- A. Approval of the Addendum to the Superintendent's Contract (Attachment 03)

Roll Call

- B. Approval of the Addendum to the Treasurer's Contract (Attachment 04)

Roll Call

II. **TREASURER'S REPORTS – Mr. Brian Rabe**

- A. Approval of Financial Reports (Attachment 05) – for the month ending July 31, 2019:

- 1) Appropriation Account Summary (APPSUM)
- 2) Revenue and Expenditures (FNDREVEX)
- 3) Financial Summary Report (FINSUM)
- 4) Historical Reports
- 5) All Funds Summary
- 6) Investment Report – report of interim funds invested in secured instruments
- 7) Bank Reconciliation

- B. Approval to transfer funds from the Class of 2019 (200 929A) to the Class of 2020 (200 914A) in the amount of \$7,367.44.

- C. Approval to add new Student Activity at the High School, StrongerHer, for the 2019-20 school year.

Roll Call

- D. Approval of Resolution for Proposed Enterprise Zone Agreement for Rose Farm Rentals LLC
(Attachment 06)

Roll Call

III. SUPERINTENDENT ~ Mrs. Nancy House

Informational Items for the Superintendent:

- A. Transportation update concerning the proposed resolution for students attending private and parochial schools during the 2019-2020 school year.

- B. Update on the Community Advisory Team

HUMAN RESOURCES – Mrs. Nancy House

Administrative Items for Human Resources:

- A. Approval of Administrative contract recommendation:
 - 1) Planicka, Wendy - Director of Communications and Public Relations, 223-day contract, effective 9/03/19, \$110,000

- B. Approval to hire Mental Health Interventionist for the 2019-2020 school year:
 - 1) Cooper, Jennifer - McCormick Elementary, 195-day contract, effective 9/03/19, \$45,000

Certified Items for Human Resources:

- A. Approval of Certified Hiring Recommendations for the 2019-2020 school year, 185-day contract:
 - 1) Savitz, Sarah - Boyd E. Smith Elementary, Kindergarten Teacher 0.5, BA, experience 0, \$20,609

- B. Approval of Reading Tutor Recommendations for the 2019-2020 school year, 175-day contract, 3 hours per day, \$25/hour
 - 1) Bryant, Lauren* - Boyd E. Smith Elementary
 - 2) Stooksbury, Christy - Boyd E. Smith Elementary

- 3) White, Amanda - Meadowview Elementary
- 4) Savitz, Sarah – McCormick Elementary
- 5) Morgan, Leslie - McCormick Elementary
- 6) Schueler, Erin - McCormick Elementary
- 7) Donahue, Cheryl - Mulberry Elementary
- 8) Hayden, Carol - Mulberry Elementary
- 9) Skorcz, Allison*- Pattison Elementary
- 10) Taylor, Anna*- Mulberry Elementary
- 11) Sundberg, Cari*-Mulberry Elementary
- 12) Mitchell, Jessica-Pattison Elementary
- 13) Callahan, Amanda – Pattison Elementary
- 14) Merz, Shelley – Pattison Elementary

C. Approval of Exempt personnel resignations for the purpose of retirement:

- 1) Wilson, Pam - retirement, effective 1/01/20

D. Approval to pay the following for Extended School Year services:

- 1) Hackmeister, Judy - 15 hours, teacher aide hourly rate
- 2) Sampsel, Matthew - 8 hours, \$25/hour
- 3) Baum, Denise - 8 hours, \$25/hour
- 4) Thomayer, Tami - 8 hours, teacher aide hourly rate

E. Approval to pay the following employees for 40 hours of training at Children’s Home of Cincinnati for School-Based Day Treatment Classroom:

- 1) Hall, Jessica - teacher aide hourly rate
- 2) Mack, Lauren - teacher aide hourly rate

*ALL MARKED WITH AN * STILL NEED PAPERWORK AND/OR BACKGROUND CHECKS AND/OR LICENSE.*

Roll Call

Classified Items for Human Resources

A. Approval of Medical Leave of Absence without pay:

- 1) Sturgill, Lonnie - 7/15/19- 8/02/19

B. Approval of Classified Resignations:

- 1) Ballenger, Patricia - Teacher Aide, effective 8/09/19
- 2) Bays, Kimberly - Food Service Worker, effective 8/09/19

- 3) Dacey, Colleen - Media Aide, effective 8/09/19
- 4) Dinkins, Terry - Teacher Aide, effective 8/09/19
- 5) Highlander, Michelle - Custodian, effective 8/13/19
- 6) Jackson, Erica - Teacher Aide, effective 8/09/19
- 7) Mills, Heather - Food Service Worker, effective 8/09/19
- 8) Morris, Susan - Extended Day Caregiver, effective 8/08/19
- 9) Sellers, Brenda - Food Service Worker, effective 8/09/19
- 10) Dehart, Karen - Teacher Aide, effective 8/09/19
- 11) Clark, Sherry – Food Service Worker, effective 8/14/19, contingent on approval of 3.5 hour custodian position

C. Approval of Classified Hiring Recommendations for 2019-2020 school year:

- 1) Reis, Brooke* - Pattison Elementary, Media Aide, 7 hours/day, experience 8, 188-day contract, \$21.37/hour
- 2) Schmidt, Kimberly – Pattison Elementary, Teacher Aide, 3.5 hours/day, experience 0, 185-day contract, effective 8/15/19
- 3) Plavchak, Alison – Meadowview Elementary, Media Aide, 7 hours/day, experience 6, 188-day contract, \$20.36/hour
- 4) Page, Seth* - High School, Teacher Aide, 3.5 hours/day, experience 0, 188-day contract, \$16.20/hour
- 5) Mills, Heather - Extended Day Caregiver, McCormick Elementary, experience 1, \$17.04/hour
- 6) Gilbert, Mark - Custodian, High School, experience 0, 8 hours/day, 262-day contract, effective 8/15/19, \$17.06/hour
- 7) Clark, Sherry* – Custodian, Meadowview Elementary, experience 3, 3.5 hours/day, 262-day contract, effective 8/15/19, \$17.72/hour
- 8) Oppenheim, Patty* - Substitute Health Aide
- 9) King, Emily - Substitute Health Aide
- 10) Doll, Patricia* - Substitute Food Service Worker
- 11) Larkins, Barbara* - Substitute Food Service Worker
- 12) Witte, Madeleine - Substitute Extended Day Caregiver
- 13) Compton, Patty* - Substitute Food Service Worker

D. Approval to increase the following teacher's aide hours from 3.5 to 7/hours per day:

- 1) Margaret Thomas

E. Approval of student hires for the 2019-20 school year:

- 1) Chumley, Samantha* - Lifeguard, \$10/hour
- 2) Spencer, Acacia* - Lifeguard, \$10/hour

Roll Call

Supplemental Duty, Pupil Activity and Consultant Items for Human Resources:

- A. Approval of Building Supplemental Contract Recommendations for the 2019-20 school year:
- 1) Jones, Kristi - 50% LEGO League, level 3, pay step 0, \$618.50
 - 2) Meikles, Chelsea - Pattison, Wellness Liaison, \$300
 - 3) Goddard-Baum, Leslie - High School, Drama Choreographer, level 6, pay step 5, \$4328
 - 4) Kirkland, Ashley - High School, Student Council, level 4, pay step 0, \$2,473
 - 5) Vore, Erin - High School, Student Council, level 4, pay step 1, \$2,679
 - 6) Davison, Kelcey - High School, Detention Monitor, \$17.50/hour
 - 7) Goff, Jennifer - High School, Detention Monitor, \$17.50/hour
 - 8) Rose, Greg - High School, Detention Monitor, \$17.50/hour
 - 9) Wolf, Shelly - High School, Detention Monitor, \$17.50/hour
 - 10) Johnson, Deborah - Pattison, 50% Grade Level Chair, level 6, pay step 11, \$2267
 - 11) Ridner, Kaitlin - Pattison, 50% Grade Level Chair, level 6, pay step 0, \$1,648.50
- B. Approval of Athletic Contract resignation:
- 1) Herbst, Joe - Junior High Football Coach, 50% Football
- C. Approval of Athletic and Extracurricular Activities Supplemental/Pupil Activity Contract Recommendations for the 2019-2020 school year:
- 1) Cooley, Jake* - Junior High Football 50%, level 6, pay step 0, \$1648.50
 - 2) Bryant, Nicholas* - Junior High Girls Golf Coach, level 4, pay step 1, \$1855
 - 3) Williams, Cameron* - Junior High Boys Golf Coach, level 4, pay step 0, \$1649
 - 4) Fitzhugh, Jason - Site Supervisor to be used on an as-needed basis (not to exceed 75 hours), \$17.20/hour
 - 5) Roll, Nicole - High School, Site Supervisor to be used on an as-needed basis (not to exceed 25 hours), \$17.20/hour
 - 6) Bryant, Steve* - High School, Site Supervisor to be used on an as-needed basis (not to exceed a new total of 240 hours), \$17.20/hour
 - 7) Willson, Earl - High School, Site Supervisor to be used on an as-needed basis (not to exceed a new total of 225 hours), \$17.20/hour
 - 8) Greenwell, Brad - High School, Site Supervisor to be used on an as-needed basis (not to exceed a new total of 125 hours), \$17.20/hour
 - 9) Rothmeeler, Gayle* - High School, Site Supervisor to be used on an as-needed basis (not to exceed a new total of 100 hours), \$17.20/hour
 - 10) Fagan, Patrick - High School Site Supervisor to be used on an as-needed basis (not to exceed 50 hours), \$17.20/hour
 - 11) Teski, Kathy - High School Site Supervisor to be used on an as-needed basis (not to exceed 75 hours), \$17.20/hour
 - 12) Kilgore, Tom - High School Site Supervisor to be used on an as-needed basis (not to exceed 50 hours), \$17.20/hour
 - 13) Jacobs, Matthew - High School Site Supervisor to be used on an as-needed basis (not to exceed 25 hours), \$17.20/hour

- 14) McDonough, Chris - High School Site Supervisor to be used on an as-needed basis (not to exceed 50 hours), \$17.20/hour
- 15) Schulte, Gary - High School Site Supervisor to be used on an as-needed basis (not to exceed 85 hours), \$17.20/hour
- 16) Cambron, Joe - High School Site Supervisor to be used on an as-needed basis (not to exceed 50 hours), \$17.20/hour
- 17) Perry, Clay* - High School Assistant Athletic Director 40%, level 9, pay step 5, \$3380
- 18) O'Callahan, Daniel* - High School Assistant Athletic Director 20%, level 9, pay step 0, \$1072
- 19) Sasala, Cameron* - High School Assistant Athletic Director 20%, level 9, pay step 3, \$1442
- 20) Litke, Corbyn* - High School Assistant Athletic Director 20%, level 9, pay step 2, \$1319

D. Approval of Volunteers for the 2019-2020 school year:

- 1) Herbst, Joe - Junior High Football

*ALL MARKED WITH AN * STILL NEED PAPERWORK AND/OR BACKGROUND CHECKS AND/OR PERMIT.*

Roll Call

BUSINESS & OPERATIONS - Mrs. Nancy House

- 1) Approval of Transportation Bus Stops (Attachment 07)

Roll Call

CURRICULUM & INSTRUCTION – Mrs. Nancy House

- A. Approval for curriculum pay (not to exceed 8 hours) for Milford Junior High Science revisions:
 - 1) Long, Chip

- B. Approval for Curriculum pay (not to exceed 12 hours) for Alison Mendralski to complete final revision for the Online Health Course

- C. Approval for Pariyachat Somyarach to attend Milford High School during the 2019/2020 school year as a foreign exchange student from Thailand

Roll Call

IV. BOARD OF EDUCATION

A. Public Participation

B. Next Board Meeting:

September 19, 2019 – 7:00 p.m.
Milford Schools Administrative Offices
Board Conference Room
1099 State Route 131
Milford, OH 45150

C. Discussion

V. EXECUTIVE SESSION

- ❖ Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

VI. ADJOURNMENT

Roll Call

Regular Board meetings can be viewed on the channels during the scheduled times listed below:

**City of Milford cable
Union Township cable
Miami Township cable**

Channel 15
Channel 8 or Channel 15
Channel 8 or Channel 15

Monday - 4:00 p.m.
Wednesday - 4:00 p.m.
Sunday - 3:00 p.m.
Wednesday - 2:00 p.m.
Saturday - 10:30 a.m.

Wednesday - 10:00 p.m.
Friday - 7:00 p.m.
Monday - 1:00 p.m.
Thursday - 5:00 p.m.

Saturday - 7:00 a.m.
Tuesday - 8:30 a.m.
Friday - 2:30 p.m.

Public Participation at Board Meetings (Board Policy KD - Also BDDH)

All meetings of the Board will be open to the public.

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to promote public participation and to facilitate the completion of the planned agenda in an effective and efficient fashion, the Board has established two formal times during each meeting specifically for public participation. Each period shall be known as "public participation." The first shall be at the beginning of the meeting and shall consist of up to 30 minutes. The second period shall be established at the end of each meeting. This period shall end when the last person who wishes to speak has done so. Speakers in both periods of public participation shall be limited to three minutes. The length may be extended at the discretion of the Board President.

Participants must be residents of the District, or be the resident's designee and be introduced as such, and have a legitimate interest in the action of the Board. The Board may also recognize representatives of firms eligible to bid on materials or services solicited by the Board. The Board may also recognize any employee or student of the District except when the issue addressed by the participant is subject to remediation under Board policies or negotiated agreements.

Members of the public shall be able to speak during the body of the meeting or to ask questions of an individual Board member or the Superintendent at the discretion of the Board President.

Attendees are encouraged to register their intention to participate in the public portion of the meeting upon their arrival at the meeting.

Up to 10 people will be permitted to address the Board during the first public participation period of the meeting. Each person will be allotted three minutes until the total time of 30 minutes is used. The actual length of time for the first public participation period will be determined by the number of presenters multiplied by the three-minute time limit per speaker. Each person addressing the Board is required to provide his/her name and address. Additional persons requesting to address the Board will be scheduled during the second public participation portion of the meeting.

Although no members of the community will ultimately be denied the right to bring his/her complaints to the Board, any person with a complaint about a specific individual/employee will first be referred to the proper administrative channels for the exploration of possible resolutions before the presentation to, investigation by, or action by the Board.

The Board believes that complaints are best handled and resolved as close to their origin as possible. The staff should be given the opportunity to consider the issues and attempt to resolve the problems prior to involvement by the Board. Therefore, the proper channeling of complaints will be as follows:

- 1) Employee
- 2) Supervisor/principal
- 3) Superintendent
- 4) Board

If the proper channels have not been followed, the person making the complaint will be referred to the Superintendent and/or other appropriate Board employee. Complaints will not be heard by the Board until the proper channels have been followed. Written complaints submitted directly to the Board will be referred to the school administration for study and possible solution in accordance with this policy. Complaints about school personnel will be investigated fully and fairly. The complaint must include the resolution the person making the complaint is seeking. Anonymous complaints will not be considered.

Should the person submitting the complaint remain dissatisfied with the response of the administration after compliance with the complaint procedure set forth in this policy, he/she may request that the matter be placed on the agenda for the Board meeting during which an executive session may be scheduled to hear the complaint. Any Board action on the matter shall be taken in public session.

Persons who disregard this policy will be out of order and asked to cease public discussion. If the request is denied, he/she will be requested to leave the meeting. If the request is ignored, he/she will be removed from the premises, by the appropriate officials, and further legal action may follow. The presiding officer may call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

[Adoption date: July 1967]
[Re-adoption date: March 15, 1990]
[Re-adoption date: August 18, 1994]

[Re-adoption date: January 5, 2006]
[Re-adoption date: May 15, 2008]
[Re-adoption date: August 21, 2014]
[Re-adoption date: June 21, 2018]

LEGAL REFS.: ORC 121.22
3313.20

CROSS REFS.: *BCE, Board Committees*
BD, School Board Meetings
BDDB, Agenda Format
BDDC, Agenda Preparation and Dissemination
BG, Board-Staff Communications (Also GBD)