

**MINUTES OF THE REGULAR BOARD MEETING OF THE  
OAK HILLS LOCAL SCHOOL DISTRICT BOARD OF EDUCATION**

JANUARY 4, 2016 – SPRINGMYER ELEMENTARY SCHOOL

6:15 P.M. – BUDGET HEARING, ORGANIZATIONAL & REGULAR MEETING  
(RECORDS COMMISSION MEETS PRIOR TO BOARD MEETING)

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**OAK HILLS BOARD OF EDUCATION MISSION STATEMENT:**

We seek and respect diverse points of view among members of our school community.  
We act upon that which fosters student learning and best serves the interest of all students.

**I. CALL TO ORDER**

The meeting was called to order at 6:30 p.m. by President Pro-Tempore, Julie Murphy. Mrs. Murphy announced that the Board had held the Tax Budget Hearing prior to the start of the Board meeting at 6:15 p.m.

**II. OPENING EXERCISE**

**III. 1-16 ELECTION OF OFFICERS - PRESIDENT**

- A. Oath of Office to the Newly Elected Board Members by Treasurer.
- B. Julie Murphy, President Pro-Tempore, called for nominations for President of the Board of Education for the 2016 Calendar Year.  
Jan Hunter nominated Scott Bischoff for President, seconded by Jeannie Schoonover.

**AYES** - Hunter, Murphy, Cooper, Schoonover

**NAY** - None

Mr. Scott Bischoff will serve as President for 2016.

- C. Julie Murphy, President Pro-Tempore, administered the Oath of the President to Scott Bischoff.
- D. Scott Bischoff assumed the chair of President.

**IV. 2-16 ELECTION OF OFFICERS – VICE PRESIDENT**

- E. Scott Bischoff, Board President, called for nominations for Vice President of the Board of Education for the 2016 Calendar Year.

Julie Murphy nominated Jan Hunter for Vice President, seconded by Jeannie Schoonover.

**AYES** - Murphy, Cooper, Schoonover, Bischoff

**NAY** - None

Mrs. Jan Hunter will serve as Vice President for 2016.

- F. Scott Bischoff, Board President, administered the Oath of Vice President to Jan Hunter.

**V. ROLL CALL BY APPROVED ROTATION**

The roll was called and the following members were present: Paul Cooper, Jeannie Schoonover, Scott Bischoff, Jan Hunter, Julie Murphy

Also present: Todd Yohey, Steve Bain

VI. 3-16

**ADOPTION OF AGENDA**

**Mrs. Schoonover moved, seconded by Mrs. Murphy, to approve the Agenda for the Regular Board Meeting of January 4, 2016, as submitted.**

AYES - Schoonover, Bischoff, Hunter, Murphy, Cooper

NAY - None

Motion approved

VII. 4-16

**SET COMPENSATION OF BOARD MEMBERS**

**Mr. Hunter moved, seconded by Mrs. Murphy, to approve the Set Compensation of Board Members as submitted.** Members are to be paid according to Resolutions #85-173, #87-3 and #88-3 approved November 4, 1985; January 5, 1987; January 4, 1988, and #297-01 approved December 3, 2001 respectively; which state that compensation be paid at the maximum level authorized by the Ohio Constitution and Section 3313.12 of the Ohio Revised Code. These rates shall apply to all board meetings attended by a member of the Oak Hills Board of Education.

AYES - Bischoff, Hunter, Murphy, Cooper, Schoonover

NAY - None

Motion approved

VIII. 5-16

**RESOLUTION AUTHORIZING SUPERINTENDENT TO HIRE STAFF BETWEEN BOARD MEETINGS**

**Mrs. Hunter moved, seconded by Mrs. Murphy, to approve the Resolution Authorizing the Superintendent to Hire Staff Between Board Meetings as submitted.**

WHEREAS the Superintendent is hereby authorized, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer.

WHEREAS nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy.

BE IT RESOLVED that the authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board commencing on January 1, 2016 and remaining in effect through December 31, 2016.

AYES - Hunter, Murphy, Cooper, Schoonover, Bischoff

NAY - None

Motion approved

IX. 6-16

**RESOLUTION AUTHORIZING /DESIGNEE TO ACCEPT RESIGNATIONS OR RETIREMENTS BETWEEN BOARD MEETINGS**

**Mrs. Murphy moved, seconded by Mrs. Schoonover, to approve the Resolution Authorizing the Superintendent or Designee to Accept Resignations or Retirements Between Board Meetings as submitted.**

WHEREAS the Superintendent/Designee is hereby authorized on behalf of this Board to accept resignations or retirements which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations or retirements shall be deemed effective as of the date and time of the Superintendent's/Designee's acceptance.

BE IT RESOLVED that the authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board commencing on January 1, 2016 and remaining in effect through December 31, 2016.

AYES - Murphy, Cooper, Schoonover, Bischoff, Hunter

NAY - None

Motion approved

X. 7-16

**RESOLUTION FOR AUTHORIZATION FOR ADVANCE DRAW OF TAXES**

**Mrs. Murphy moved, seconded by Mrs. Hunter, to approve the Resolution for Authorization for Advance Draw of Taxes as submitted.**

WHEREAS, the Ohio Revised Code allows a taxing authority to request payment from the County Auditor funds derived from taxes or other sources to the County Treasurer, which may be held on account of a local subdivision;

THEREFORE BE IT RESOLVED by the Board of Education of the Oak Hills Local School District of Hamilton County, Ohio:

SECTION 1. That the Auditor and the Treasurer of Hamilton County, Ohio, in accordance with Section 321.34, Ohio Revised Code, be requested respectively to draw and pay to the Treasurer of the Board of Education of the Oak Hills Local School District upon the written request of Steven R. Bain, Treasurer to the County Auditor, funds due in any settlement of 2016 derived from taxes or other sources payable by law to the County Treasurer, to the account of the Board of Education of the Oak Hills Local School District and lawfully applicable for the purpose of the current calendar year 2016 which are due.

SECTION 2. That the Treasurer of the Board of Education of the Oak Hills Local School District forward to the County Auditor a certified copy of this resolution.

AYES - Cooper, Schoonover, Bischoff, Hunter, Murphy

NAY - None

Motion approved

XI. 8-16

**AUTHORIZATION OF FUND SIGNATURES**

**Mr. Bischoff moved, seconded by Mrs. Murphy, to approve the Authorization of Fund Signatures as submitted.** This is for authorization of the President or Vice President, together with the Treasurer, as signatory required for the disbursement of district funds. Payroll clearing account checks require only the signature of the Treasurer.

AYES - Schoonover, Bischoff, Hunter, Murphy, Cooper

NAY - None

Motion approved

XII. 9-16

**INVESTMENT OF INTERIM FUNDS BY TREASURER**

**Mrs. Murphy moved, seconded by Mrs. Hunter, to approve the Investment of Interim Funds by the Treasurer as submitted.** The Treasurer is authorized to invest Interim Funds at the most productive interest rate whenever Interim Funds are available. Said funds to be invested only with financial institutions which have complied with collateralization requirements set forth in the Ohio Revised Code.

AYES - Bischoff, Hunter, Murphy, Cooper, Schoonover

NAY - None

Motion approved

XIII. 10-16

**PAYMENT OF BILLS BY TREASURER**

**Mr. Bischoff moved, seconded by Mrs. Murphy, to approve the Payment of Bills by the Treasurer as submitted.** The Treasurer is authorized to pay all bills within the limits of the Appropriations Resolution as bills are received and when the merchandise has been received in good condition.

AYES - Hunter, Murphy, Cooper, Schoonover, Bischoff

NAY - None

Motion approved

XIV. 11-16

**ADOPTION OF TAX BUDGET FOR FY 17**

**Mrs. Hunter moved, seconded by Mrs. Murphy, to approve the Adoption of the Tax Budget for Fiscal Year 2017 as submitted.**

AYES - Murphy, Cooper, Schoonover, Bischoff, Hunter

NAY - None

Motion approved

XV. 12-16

**ANNUITY COMPANIES**

**Mrs. Hunter moved, seconded by Mr. Bischoff, to approve the Annuity Companies as submitted.** (Those eligible for deductions by Oak Hills employees.)

**403b/457b**

AXA Equitable Life Insurance Company  
American Fidelity Assurance Company  
Annuity Investors Life Insurance Company  
Fidelity Investments  
Franklin Templeton Funds  
Great American Financial Resources  
Horace Mann Insurance Company  
Ing Life Insurance & Annuity Company  
Investacorp Inc. (FTJ Fund Choice)  
Life Insurance Company of the Southwest  
Metlife Investors  
Midland National Life  
North American Company for Life  
Ohio Deferred Compensation  
Oppenheimer Funds  
Putnam  
Reliastar Life Insurance Company

Security Benefit Group  
VALIC  
Waddell & Reed, Inc.

AYES - Cooper, Schoonover, Bischoff, Hunter, Murphy

NAY - None

Motion approved

XVI. 13-16

**RESOLUTION FOR APPOINTMENT OF PURCHASING AGENT**

**Mrs. Hunter moved, seconded by Mrs. Murphy, to approve the Resolution for Appointment of Purchasing Agent as submitted. The Superintendent is appointed as the Purchasing Agent for the school district.**

WHEREAS the Superintendent is the Chief Executive Officer for the Board of Education; and  
WHEREAS the acquisition of supplies, equipment and services is centralized in the Superintendent's Office and through whose office all purchasing transactions are conducted; and

WHEREAS the Superintendent is authorized to employ legal, consultant and contracted services during the year and until the organizational meeting of 2017.

NOW, THEREFORE, BE IT RESOLVED under the provisions of ORC 3313.47 and ORC 3319.01, the Board assigns the Superintendent the responsibility for the quality and quantity of purchases; and

BE IT FURTHER RESOLVED under the provisions of ORC 3313.47 and ORC 5705.41, the Superintendent or his/her designee is hereby designated Purchasing Agent and authorized to approve purchases within the appropriated amounts insofar as such purchases are consistent with the approved educational goals and programs of the district.

AYES - Schoonover, Bischoff, Hunter, Murphy, Cooper

NAY - None

Motion approved

XVII. 14-16

**BOARD LIAISONS / REPRESENTATIVES**

**Mrs. Murphy moved, seconded by Mrs. Hunter, to approve Oak Hills Local School District's Board Liaisons/Representatives as attached. For the appointment of Board Liaisons/Representatives to the Superintendent's Task Force Teams and District Support Organizations.**

AYES - Bischoff, Hunter, Murphy, Cooper, Schoonover

NAY - None

Motion approved

XVIII. 15-16

**BULTHAAPT SCHOLARSHIP COMMITTEE**

**Mr. Bischoff moved, seconded by Mrs. Murphy, to approve Oak Hills Local School District's Bulthaupt Scholarship Committee as attached.**

AYES - Hunter, Murphy, Cooper, Schoonover, Bischoff

NAY - None

Motion approved

XVIX. 16-16

**GRAY SCHOLARSHIP COMMITTEE**

**Mrs. Hunter moved, seconded by Mrs. Murphy, to approve Oak Hills Local School District's Gray Scholarship Committee as attached.**

Committee: 2 Community Members (APPOINTED BY OAK HILLS BOARD OF EDUCATION)

**AYES** - Murphy, Cooper, Schoonover, Bischoff, Hunter

**NAY** - None

Motion approved

XX.

**COMMUNICATIONS**

**A. Superintendent Committees**

Mr. Yohey communicated the following Superintendent Committees existed: Professional Learning Committee, Individual Professional Development Plan/e-Learning Committee, Monday Morning Committee/District Office Days (Principals and Assistant Principals), Levy Planning Committee, Negotiating Committee, Athletics Committee.

**B. OSBA Board Retreat**

January 25, 2015 at 4:30 p.m. at District Office.

XXI.

**TREASURER'S REPORT**

Steve Bain, Treasurer, presented the Financial Report for November, 2015.

XXII.

**SUPERINTENDENT'S REPORT**

**A. Principal's Report**

Amy Brennan, Principal of Springmyer Elementary, reiterated the District Mission and Springmyer Vision. Springmyer engaged the community to get feedback on the District's Core Beliefs. Relationships are the foundation of Springmyer. Springmyer has five core beliefs. They are high expectations, high quality instruction, ownership, respect, and service.

Mrs. Sarah Berke, Teacher, and her second graders shared their personal experiences with the Traveling Minion Project.

XXIII.

**COMMITTEE REPORTS**

**A. School Community Council (SCC)**

**The next meeting will be on January 14, 2016 – 4:00 p.m. at District Office.**

**Public Participation at Board Meetings**

All meetings of the board and board-appointed committees are open to the public. In order for the board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of fifty minutes (maximum of five minutes per person) of public participation may be permitted at each regular meeting. The board reserves the right to limit public comments to residents of the district and to terminate abusive language, profane or disruptive speech. Staff members or others may be invited to address the board. Each person addressing the board shall give his/her name and address. If several people wish to speak, each person is allotted five minutes until the total of fifty minutes is used. Repetitive comments are discouraged. No person may speak twice until all who desire to speak have had the opportunity to do so. If the board agenda allows, constituents may address the board at the end of the meeting, not to exceed ten minutes.

XXIV.

**CONSTITUENTS MAY ADDRESS THE BOARD**

(Limit of five minutes per constituent for a total of fifty minutes)

Jim Collins, 6081 Lawrence Road, asked questions about the rental property in the District and what the future vision was of the Board regarding purchasing property.

XXV. 17-16

**MINUTES**

**Mrs. Hunter moved, seconded by Mrs. Murphy, to approve the Minutes of the Regular Board Meeting of December 7, 2015, and the Board Development Session of December 14, 2015, according to ORC 3313.26 and Text 6.06, as submitted.**

**AYES** - Cooper, Schoonover, Bischoff, Hunter, Murphy

**NAY** - None

Motion approved.

XXVI. 18-16

**MONTHLY FINANCIAL STATEMENT**

**Mrs. Schoonover moved, seconded by Mr. Bischoff, to approve the Monthly Financial Statement for November, 2015 as submitted.**

**AYES** - Schoonover, Bischoff, Hunter, Murphy, Cooper

**NAY** - None

Motion approved

XXVII. 19-16

**DONATIONS**

**Mrs. Murphy moved, seconded by Mrs. Schoonover, to approve the following Donations as submitted (a.-f.).**

- a) From: Coogan Properties \$2,429.95  
To: Oak Hills Band 300-1820-9506-500
- b) From: Johnson Investment Counsel, Inc. \$1,500  
To: Oak Hills Drama Club 300-1820-9524-500
- c) From: Oak Hills Youth Athletics \$1,495  
To: Oak Hills Robotics 300-1820-9594-500
- d) From: EST Analytical \$1,000  
To: Oak Hills Robotics 300-1820-9594-500
- e) From: Betsy & Steve Struckman \$1,000  
To: Ron Rabe Christmas Fund 007-1820-9600
- f) From: Bridgetown PTA \$857.89  
To: Bridgetown Public School Support 018-1820-9476-510  
(Camp Joy)

**AYES** - Bischoff, Hunter, Murphy, Cooper, Schoonover

**NAY** - None

Motion approved

XXVIII. 20-16

**APPROPRIATION ADJUSTMENTS**

**Mrs. Murphy moved, seconded by Mrs. Hunter, to approve the following appropriation adjustments as submitted (a.-e.).**

a)	Oak Hills AP Tests	\$12,756	018-2190-840-9331-500
b)	Oak Hills Mock Trial	\$1,150	300-4110-840-9598-500
c)	Bridgetown Camp Joy	\$4503	018-2190-410-9476-510
d)	Bridgetown Student Council	\$1,800	200-4610-891-9597-510
e)	Oakdale Teacher/Staff	\$200	018-2940-510-9656-560

**AYES** - Hunter, Murphy, Cooper, Schoonover, Bischoff

**NAY** - None

Motion approved

XXIX. 21-16

**CHARTER SCHOOL INVOICING RESOLUTION**

**Mrs. Murphy moved, seconded by Mrs. Schoonover, to approve the Resolution to Invoice the Ohio Department of Education for Past Charter School Deductions from State Funding as submitted.**

**AYES** - Murphy, Cooper, Schoonover, Bischoff, Hunter

**NAY** - None

Motion approved

XXX. 22-16

**RESOLUTION - 2016 OAK HILLS BOARD OF EDUCATION & DEVELOPMENT SESSION MEETINGS**

**Mrs. Hunter moved, seconded by Mrs. Murphy, to approve the Resolution to Set Dates, Times and Locations for the 2016 Oak Hills Board of Education Meetings and Board Development Sessions as submitted.**

WHEREAS the Board of Education is required to establish dates, times and locations of its regular board meetings; and

WHEREAS changes or additional meetings may be made if determined necessary, in addition to special meetings as provided for in ORC 3313.16 and governed by ORC 121.22.

THEREFORE, BE IT RESOLVED that under the provisions of ORC 3313.15, the Board of Education shall hold its Regular Meetings and Development Sessions for 2016 as listed below.

**Regular Board Meetings**

Meetings to begin at 6:30pm unless otherwise indicated

February 1	C.O. Harrison Elementary School
March 7	Delshire Elementary School
April 4	Oakdale Elementary School
May 2	J.F. Dulles Elementary School
June 6	Oak Hills Administration Office
July 11	Oak Hills Administration Office
August 1	Oak Hills Administration Office
September 12	Bridgetown Middle School
October 3	Rapid Run Middle School
November 7	Oak Hills High School
December 5	Delhi Middle School



**Board Development Sessions**

Board Development Sessions are held at the Oak Hills Administration Office and begin at 4:30pm unless otherwise indicated.

January 25	June 20
February 22	August 15
March 28	September 26
April 18	October 17
May 16	December 19

**AYES** - Cooper, Schoonover, Bischoff, Hunter, Murphy

**NAY** - None

Motion approved

XXXI. 23-16

**PERSONNEL**

**Mrs. Murphy moved, seconded by Mrs. Hunter, to approve the following Personnel Actions (a. – l.) as submitted.**

Employment is conditional upon a satisfactory criminal records check as required by law. These persons are deemed employed only on a conditional basis until the satisfactory criminal records check has been performed by the Ohio Bureau of Criminal Identification and Investigation (or the Federal Bureau of Investigation in cases where the individuals have not resided within the State of Ohio during the previous five years), and the District has received a certified copy of the satisfactory records check. For those individuals whose employment would be considered as casual, on an as needed or volunteer basis, approval is similarly contingent upon a satisfactory criminal record check.

a) **Resignation - Classified**

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Bonnie Hausfeld	Instructional Asst.	COH	Retirement	02/22/16
Cara Hester	Secretary	OHHS	Personal	01/15/16
Theresa Hoepfer	Secretary	RRMS	Retirement	03/31/16
Nicholas Maffey	Instructional Asst.	OHHS	Personal	01/04/16
Krista Brockhoff	Instructional Asst.	OHHS	Personal	01/04/16

b) **Unpaid Family Medical Leave - Certified**

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Chelsey Schneider	School Psychologist	DEL	Child Care	12/17/15- 01/29/16
Maria Palassis	Teacher	OHHS	Medical	12/17/15- 12/22/15

c) **Unpaid Leave - Certified**

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Christina Walls	Teacher	OHHS	Medical	12/03/15- 12/22/15

d) **Appointment - Certified**

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective</u>
Lauren Hayhow	Teacher	II-0	01/04/16

e) **Appointment - Classified**

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective</u>
Krista Brockhoff	Secretary	I-2	01/04/16

6.5 hrs. per day/5 days per week

f) **Appointment - Tutor** - 2015-2016 School Year

<u>Name</u>	<u>School</u>	<u>Salary</u>	<u>Effective</u>
Nicholas Maffey	OHHS	BA 150 - 0	01/04/16

g) **Rescind Supplemental Contract** - 2015-2016 School Year

<u>Name</u>	<u>Assignment</u>	<u>School</u>
Shira Bernstein	National Jr. Honor Society (.5)	RRMS
Meredith Stoller	National Jr. Honor Society (.5)	RRMS

h) **Supplemental Contract** - 2015-2016 School Year.

<u>Name</u>	<u>Assignment</u>	<u>School</u>
Greg Grote	Games Club (.25)	BMS
Gina Nakagawa	Games Club (.25)	BMS
Shira Bernstein	National Jr. Honor Society (.25)	RRMS
Meredith Stoller	National Jr. Honor Society (.75)	RRMS

i) **Home Instructor** - To be hired on an as needed basis and paid per home instruction hourly rate.

Name

Becky Samborsky

j) **Delhi Middle Tuesday/Thursday School Monitors** - To be hired as needed and paid \$18.64 per hour. To be paid from Intervention funds account #001-1910-113.

Name

Angie Ray

k) **Substitute Instructional Assistant** - To be hired on an as needed basis and paid per substitute instructional assistant hourly rate.

Name

Danny Scholz  
Rene Clem  
Jeanne Zint

l) **Substitute Custodian** - To be hired on an as needed basis and paid per substitute custodian hourly rate.

Name

David Johnson  
David Pickering

Employment is conditional upon a satisfactory criminal records check as required by law. These persons are deemed employed only on a conditional basis until the satisfactory criminal records check has been performed by the Ohio Bureau of Criminal Identification and Investigation (or the Federal Bureau of Investigation in cases where the individuals have not resided within the State of Ohio during the previous Five years), and the District has received a certified copy of the satisfactory records check. For those individuals whose employment would be considered as casual, on an as-needed or volunteer basis, approval is similarly contingent upon a satisfactory criminal records check.

AYES - Schoonover, Bischoff, Hunter, Murphy, Cooper

NAY - None

Motion approved

XXXII.

**CONSTITUENTS**

None

XXXIII.

**BOARD DISCUSSION**

**A. District Technology Tri-Annual Report**

Liam Cummings and Mary Hodge, Datacom, provided a tech update to the Board and a hand out. The Tri-Annual Report included security and backup, customer satisfaction reports, major issues and projects, SLA Reports, and network and services/switch replacement cycles.

**B. OHHS Pool Ventilation**

John Beckemeyer and Mike Coots provided an update to the Board on concerns with poor air quality and chlorine levels/water quality of the OHHS pool. Katie Hunter, Swim Coach, expressed safety concerns on behalf of her student athletes with the pool. Safety concerns were communicated to the Board and a handout was provided. John Beckemeyer and Mark Bruns are working Four Seasons and other vendors to evaluate the current air/water quality.

**C. Facility Usage Discussion**

Mr. Bischoff summarized logo concerns from prior meetings. Several Board members asked for clarity on the structure of the Little Highlanders. Mr. Cooper addressed questions regarding the organizational structure of the Little Highlanders. Mr. Coots expressed that current facility scheduling is being requested and needed direction scheduling these requests. The Board asked the administrative team to seek further clarity on the structure of the Little Highlanders.

XXXIV. 24-16

**ADJOURN**

**Mrs. Hunter moved, seconded by Mrs. Murphy, to adjourn the meeting at 8:56 p.m.**

**AYES - Bischoff, Hunter, Murphy, Cooper, Schoonover**

**NAY - None**

Motion approved.

  
\_\_\_\_\_  
President

**ATTEST:**

  
\_\_\_\_\_  
Treasurer

sb/lh