

**Oak Hills Local School District**

**Board of Education Meeting Agenda**

Budget Hearing, Organizational & Regular Meeting - January 9, 2017

Springmyer Elementary School

6:30 P.M. (Records Commission Meets Prior to Board Meeting)



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

All students attending the Oak Hills Local School District achieve success by graduating with individual skills for career and college readiness and global competence.

**BUDGET HEARING**

**ORGANIZATIONAL & REGULAR MEETING**

**I. CALL TO ORDER**

Meeting called to order by President Pro-Tempore Scott Bischoff

**II. OPENING**

**III. ELECTION OF OFFICERS**

- A. Oath of Office Administered by Newly Elected Board Members by Treasurer (not applicable)
- B. Nominations for and Election of President of 2017 Calendar Year
- C. Oath of Office Administered to President by President Pro-Tempore or Other Board Member
- D. New President Assumes Chair
- E. Nominations for and Election of Vice President for 2017 Calendar Year
- F. Oath of Office Administered to Vice President by President

**IV. ROLL CALL BY APPROVED ROTATION**

Paul Cooper, Jeannie Schoonover, Scott Bischoff, Jan Hunter, Julie Murphy

**V. ADOPTION OF AGENDA**

**VI. SET COMPENSATION OF BOARD MEMBERS**

**I recommend that the Board 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.

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

**I recommend that the Board 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, 2017 and remaining in effect through December 31, 2017.

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

**I recommend that the Board 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, 2017 and remaining in effect through December 31, 2017.

**IX. RESOLUTION FOR AUTHORIZING FOR ADVANCE DRAW OF TAXES**

**I recommend that the Board 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 2017 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 2017 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.

**X. AUTHORIZATION OF FUND SIGNATURES**

**I recommend that the Board 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.

**XI. INVESTMENT OF INTERIM FUNDS BY TREASURER**

**I recommend that the Board 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 compiled with collateralization requirements set forth in the Ohio Revised Code.

**XII. PAYMENT OF BILLS TREASURER**

**I recommend that the Board 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.

**XIII. ADOPTION OF BUDGET FOR FY18**

**I recommend that the Board approve the Adoption of the Budget for Fiscal Year 2018 as submitted.**

**XIV. ANNUITY COMPANIES**

**I recommend that the Board 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.

**XV. RESOLUTION FOR APPOINTMENT OF PURCHASING AGENT**

**I recommend that the Board 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.

**XVI. OHLSD BOARD LIAISONS / REPRESENTATIVES**

**I recommend that the Board approve the Oak Hills Local School District's Board Liaisons and Representatives as attached.**

Appointment of Board Liaisons/Representatives to Superintendent's Task Force Teams and District Support Organizations.

**XVII. BULTHAAPT SCHOLARSHIP COMMITTEE**

**I recommend that the Board approve the Oak Hills Local School District's Bulthaupt Scholarship Committee as attached.**

Committee: 2 Community Members (Appointed by OH Board of Education)

**XVIII. GRAY SCHOLARSHIP COMMITTEE**

**I recommend that the Board approve the Oak Hills Local School District's Gray Scholarship Committee as attached.**

Committee: 2 Community Members (Appointed by OH Board of Education)

**XIX. LICENSURE VERIFICATION**

**I recommend that the Board approve the employee licensure verification, due to the of the significance of the process, as a shared responsibility of the Superintendent's Office, Treasurer's Office, and Human Resources Office as submitted.**

## **Regular Meeting**

**XX. COMMUNICATIONS**

- Public Hearing - Retire / Rehire → John Beckemeyer
- Board Appreciation Month

**XXI. TREASURER'S REPORT**

**XXII. SUPERINTENDENT'S REPORT**

**A. Principal's Report**

Amey Brennan, Springmyer Elementary School

**XXIII. COMMITTEE REPORTS**

**A. School Community Council (SCC) - no meeting**

**B. Facilities Committee - no report**

**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 thirty minutes)

**XXV. OLD BUSINESS**

**XXVI. NEW BUSINESS**

**A. Treasurer's Recommendations**

**1. Minutes**

**I recommend that the Board approve the Minutes of the Regular Board Meeting of December 5, 2016 and the Board Development Session of December 19, 2016 according to ORC 3313.26 and Text 6.06 as attached.**

**2. Monthly Financial Statement**

**I recommend that the Board approve the Monthly Financial Statement for December, 2016 according to ORC 3313.26 and Text 6.06, as attached.**

**3. Donations**

**I recommend that the Board approve the Donations as submitted.**

- a) From: J. Spencer Boley DMD, Inc. \$1,500  
To: Oak Hills Athletics 300-1820-9504-500
- b) From: Elizabeth & Steven Struckman \$1,000  
To: Ron Rabe Christmas Fund 007-1820-9600
- c) From: Joseph & Maria Coogan \$800  
To: Oak Hills Band 300-1820-9506-500
- d) From: Bridgetown PTA \$700  
To: Bridgetown Staff Support 018-1820-9651-510
- e) From: Oak Hills Athletic Boosters \$506  
To: Oak Hills Adopt-A-Student 018-1820-9231-500
- f) From: Bev & Bill Stochinsky \$500  
To: Oak Hills Local Scholarships 007-1820-9551-500  
(Dick Roche Memorial \$375 &  
Clara Smith Memorial \$125 Scholarships)
- g) From: IHARC \$6,000  
To: Oak Hills Local School District 003-9800  
(High School Auditorium)
- h) From: Oak Hills Alumni & Educational Foundation \$1,074  
To: Oak Hills High School Feed A Highlander 018-9231
- i) From: Johnson Financial Inc \$2,500  
To: Delshire Elementary (Snack Sack Program) 018-9578
- j) From: Johnson Financial Inc \$500  
To: Oak Hills High School (Robotics) 300-9594

**B. Superintendent’s Recommendations**

**1. Resolution-2017 Oak Hills Board of Education & Development Session Meetings**

**I recommend that the Board approve the Resolution to Set Dates, Times and Locations for 2017 Oak Hills Board of Education Meetings and 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 2015 as listed below.

**Regular Board Meetings**

Meetings to begin at 6:30pm unless otherwise indicated

February 6	C.O. Harrison Elementary School
March 6	Delshire Elementary School
April 3	Oakdale Elementary School
May 1	J.F. Dulles Elementary School
June 5	Oak Hills Administration Office
July 6	Oak Hills Administration Office
August 7	Oak Hills Administration Office
September 11	Bridgetown Middle School
October 2	Rapid Run Middle School
November 6	Oak Hills High School
December 4	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 23	August 21
February 13	September 25
March 20	October 23
April 17	December 18
May 15	

**2. Resolution of Necessity**

**I recommend that the Board approve the updated resolution of necessity to place a substitute levy on the ballot for the May 2, 2017 election as attached.**

### 3. **Personnel**

**I recommend that the Board approve the following Personnel actions (a - p) 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 records check.

#### **a) Resignation - Certified**

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Kyle Christophel	Tutor	OHHS	Personal	12/13/16
Donnie Becker	Teacher	OHHS	Personal	01/01/17

#### **b) Resignation - Classified**

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Larry Mentrup	Custodian	OAK	Retirement	04/28/17
Sally Carroll	Instructional Asst.	COH	Personal	01/02/17
Lawrence Abrams	Bus Aide	Trans.	Retirement	02/07/17
Maureen Abrams	Bus Aide	Trans.	Retirement	02/07/17
Kevin Spraul	Instructional Asst.	OHHS	Personal	01/02/17
Diana Lough	Instructional Asst.	OHHS	Personal	01/04/17

#### **c) Rescind Accepted Certified Retirement**

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Effective</u>
Donnie Becker	Teacher	OHHS	01/01/17

#### **d) Rescind Accepted Classified Resignation**

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Effective</u>
Lawrence Abrams	Bus Aide	Trans.	02/01/17
Maureen Abrams	Bus Aide	Trans.	02/01/17

#### **e) Unpaid Family Medical Leave - Certified**

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Soula Walls	Teacher	OHHS	Child Care	12/12/16- 02/22/17
Samantha Helms	Teacher	BMS	Child Care	01/18/17- 01/24/17

#### **f) Unpaid Leave - Certified**

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Soula Walls	Teacher	OHHS	Child Care	02/23/17- 03/10/17

#### **g) Classified Administrator - To be paid a daily rate of \$308.44 for 108 days, February 1, 2017 - June 30, 2017.**

<u>Name</u>
John Beckemeyer

**h) Appointment - Classified**

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective</u>
Rebecca Campbell	Instructional Asst.	II-D-0	01/03/17
		5.75 hrs. per day/5 days per week	
Diana Lough	Secretary	I-0	01/05/17
		5.5 hrs. per day/5 days per week	
Stephanie Schroeder	Instructional Asst.	II-D-0	01/09/17
		5.75 hrs. per day/5 days per week	

**i) Appointment - Tutor**

<u>Name</u>	<u>School</u>	<u>Salary</u>	<u>Effective</u>
Kevin Spraul	OHHS	BA-0	01/02/17

**j) Rescind Supplemental Contract - 2016-2017 School Year**

<u>Name</u>	<u>Assignment</u>	<u>School</u>
Tony Denbo	High School Majorette Advisor (.5)	OHHS
Kyle Christopfel	Head 9th Gr. Wrestling Coach	OHHS

**k) Supplemental Contract - 2016-2017 School Year**

<u>Name</u>	<u>Assignment</u>	<u>School</u>
Kyle Christopfel	Head 9th Gr. Wrestling Coach (.25)	OHHS
Scott Zang	Head Middle School Boys Tennis Coach	Middle School

**l) Student Teacher Mentor**

<u>Name</u>	<u>University</u>	<u>Amount</u>
Sarah Bertke	Northern Kentucky University	\$125.00
Sandy Kurtz	Northern Kentucky University	\$125.00
Emily Metz	Northern Kentucky University	\$125.00
Shannon Richey	Northern Kentucky University	\$125.00
Scott Brown	Northern Kentucky University	\$125.00
Emily Kayse	Northern Kentucky University	\$125.00
Mary Anne Pearce	Northern Kentucky University	\$125.00
Shane Sowders	Northern Kentucky University	\$125.00
Renee Stickley	Northern Kentucky University	\$125.00
Laura Gutzwiller	Mt. St. Joseph University	\$ 50.00
Maggie Kays	Mt. St. Joseph University	\$ 50.00
Emily Futscher	Mt. St. Joseph University	\$100.00
Heidi Brown	Mt. St. Joseph University	\$100.00
Kyle Brunsmann	Mt. St. Joseph University	\$100.00
Jessie Burlew	Mt. St. Joseph University	\$200.00
Donna Steioff	Mt. St. Joseph University	\$300.00
Amanda Mejia	Mt. St. Joseph University	\$200.00
Bob Klotz	Mt. St. Joseph University	\$200.00
Alyssa Payne	Mt. St. Joseph University	\$100.00
Greg Watts	Mt. St. Joseph University	\$100.00
Tricia Fox	Mt. St. Joseph University	\$100.00
Katie Cohill	Mt. St. Joseph University	\$200.00
Nichole Miller	Mt. St. Joseph University	\$200.00
Kathy Herrmann	Mt. St. Joseph University	\$200.00



Alan Cocklin

Xavier University

\$500.00

**m) Bridgetown Middle School Holiday Concert** - To be paid as follows for piano accompanist - rehearsals and concert, December 5, 7 & 15, 2016.

<u>Name</u>	<u>Amount</u>	<u>Account</u>
Julie Marrata	\$125.00	300-4130-113-9543-510
Julie Marrata	\$125.00	300-4130-113-9540-510

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

Name

Laura Adams

Caleb Lipsey

Mike Conners

Cheryl Henkel

**o) Substitute Food Service** - To be hired on an as needed basis and paid per substitute food service hourly rate.

Name

Lisa Atwood

**p) Substitute Secretary** - To be hired on an as needed basis and paid per substitute secretary hourly rate.

Name

Lisa Cox

**XXVII. CONSTITUENTS** (Comments not to exceed total of thirty minutes)

**XXVIII. BOARD DISCUSSION**

**XXIX. ADJOURNED**