



**Nordonia Hills
Board Of Education
9370 Olde Eight Road
Northfield, Ohio 44067**

**REGULAR MEETING
AGENDA
MARCH 19, 2012**

| | |
|----------------------------------|--------------|
| Doug Masteller, President | 330.468.1036 |
| Daniel Gallagher, Vice President | 330.467.9307 |
| Steve Bittel | 330.468.7738 |
| Betty Klingenberg | 330.467.0571 |
| Jim Virost | 330.467.9496 |

Joe Clark
Superintendent
330.467.0580

Kevin Staller
Treasurer
330.467.0580

PUBLIC PARTICIPATION AT BOARD MEETINGS

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.

Any person or group wishing to place an item on the agenda shall register their intent with the Superintendent no later than ten (10) days prior to the meeting and include:

1. Name and address of the participant;
2. Group affiliation, if and when appropriate;
3. Topic to be addressed.

Such requests shall be subject to the approval of the Superintendent and the Board President.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at every meeting of the Board and publish rules to govern such participation in Board meetings.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct. Although the Board has adopted Robert's Rules of Order, they may not be followed in regard to public participation.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business.
- B. Anyone having a legitimate interest in the actions of the Board may participate during the public portion of a meeting.
- C. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
- D. Each statement made by a participant shall be limited to five (5) minutes duration, unless extended by the presiding officer. Each participant must register with the Board including name, address, telephone no., and topic.
- E. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.
- F. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- G. Tape or video recordings* are permitted, providing the person operating the recorder has contacted the Superintendent prior to the Board meeting to review possible placement of the equipment, and agrees to abide by the following conditions:
 1. No obstructions are created between the Board and the audience.
 2. No interviews are conducted in the meeting room while the Board is in session.
 3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.

* Nordonia Hills City School District Board of Education meetings are broadcast on Channel 25 and tapes of the meetings are available upon request.

- H. The presiding officer may:
 1. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
 2. Request any individual to leave the meeting when that person does not observe reasonable decorum;
 3. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
 4. 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.

TABLE OF CONTENTS
March 19, 2012

| <u>PRESIDENT'S REPORT</u> | PAGE |
|---|-------------|
| 1. Recommendation to Appoint Treasurer | 2 |
| <u>SUPERINTENDENT'S REPORT</u> | |
| 1. Recommendation to Approve Revised Policies | 3 |
| 2. Resolution Declaring Transportation Impractical for Certain Identified Students | 3-4 |
| 3. Resolution to Authorize the Nordonias Hills City School District to Participation and Authorize the Ohio Schools Council to Advertise and Receive Bids for Waste and Recycling Services on Behalf of the Nordonias Hills City Schools Board of Education | 4 |
| 4. The Superintendent Recommends Amending Current Special Education Model Policies and Procedures | 4 |
| 5. Recommendation to Approve Contract with Diversity Initiatives, Inc. | 4 |
| 6. Recommendation to Approve Personnel Items | 5-7 |
| <u>TREASURER'S REPORT</u> | |
| 1. Recommendation to Approve Financial Statements | 8 |
| 2. Recommendation to Approve Transfers | 8 |

PRESIDENT'S REPORT
March 19, 2012

1. RECOMMENDATION TO APPOINT TREASURER

It is recommended that Karen E. Obratil be employed as Treasurer for the period commencing the first day of August, 2012, until the thirty-first day of July, 2014, in accordance with the provisions of a Contract of Employment between the Board and Karen E. Obratil.

SUPERINTENDENT'S REPORT
March 19, 2012

1. RECOMMENDATION TO APPROVE REVISED POLICIES
(First Reading – No Action Necessary)

| | |
|-----------|---|
| 1530 | Evaluation of Administrators (Revised) |
| 1540 | Suspension of Administrative Contracts (Revised) |
| 3120.06 | Selecting Student Teachers/Administrative Interns (Revised) |
| 3131 | Reduction in Staff (Revised) |
| 5460.01 | Diploma Deferral (New) |
| 6460 | Vendor Relations (Revised) |
| 7530.01V1 | Wireless Communication Allowance and Staff Use of Wireless Communications Devices (Revised) |
| 7530.01V2 | Staff Use of Wireless Communication Devices (Revised) |
| 7540.03 | Student network and Internet Acceptable Use and Safety (Revised) |
| 7540.04 | Staff Network and Internet Acceptable Use and Safety (Revised) |
| 8320.01 | Personal Information Systems (Revised) |
| 8330 | Student Records (Revised) |
| 8405 | Environmental Health and Safety Issues (Revised) |
| 8451 | Pediculosis (Head Lice) |

2. RESOLUTION DECLARING TRANSPORTATION IMPRACTICAL FOR CERTAIN IDENTIFIED STUDENTS

WHEREAS the student(s) identified below have been determined to be residents of this school district, and eligible for transportation services; and

WHEREAS after a careful evaluation of all available options, it has been determined that it is impractical to provide transportation for these student(s) to their selected school(s); and

WHEREAS the following factors as identified in Revised Code 3327.02 have been considered:

1. The time and distance required to provide the transportation
2. The number of pupils to be transported
3. The cost of providing transportation in terms of equipment, maintenance, personnel, and administration
4. Whether similar or equivalent service is provided to other pupils eligible for transportation
5. Whether and to what extent the additional service unavoidably disrupts current transportation schedules
6. Whether other reimbursable types of transportation are available; and

WHEREAS the option of offering payment in lieu of transportation is provided in Revised Code;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Nordonia Hills City School District, County of Summit, State of Ohio, that:

Section 1. This Board hereby approves the declaration of impractical to transport for the identified students, and offering them payment in lieu of transportation.

Section 2. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its

committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 3. This Resolution shall be in full force and effect from and immediately upon its adoption.

| <u>Student Name</u> | <u>School Selected</u> | <u>Parent/Guardian Name</u> |
|---------------------|------------------------|-----------------------------|
| Melanie Bielecki | Seton Catholic | Raymond Bielecki |
| Gianni Covelli | Saint Monica's | Danielle Covelli |

3. **RESOLUTION TO AUTHORIZE THE NORDONIA HILLS CITY SCHOOL DISTRICT TO PARTICIPATE AND AUTHORIZE THE OHIO SCHOOLS COUNCIL TO ADVERTISE AND RECEIVE BIDS FOR WASTE AND RECYCLING SERVICES ON BEHALF OF THE NORDONIA HILLS CITY SCHOOLS BOARD OF EDUCATION**

WHEREAS, the Nordonias Hills City School District wishes to advertise and receive bids for waste and recycling services from July 1, 2012 through June 30, 2015 through the Ohio Schools Council's Waste and Recycling Program. There is no fee to participate in the Ohio Schools Council 2012-2015 Waste and Recycling Program.

NOW THEREFORE, be it resolved by the Board of Education of the Nordonias Hills City School District, County of Summit, Ohio, that:

Section 1. The Board hereby finds that the District should participate and authorize the Ohio Schools Council to advertise and receive bids on behalf of the said Board as per the specifications submitted for the cooperative purchase of waste and recycling services for the period July 1, 2012 through June 30, 2015. It is understood that there is no fee to participate in the Ohio Schools Council 2012-2015 Waste and Recycling Program.

Section 2. This resolution shall be in full force and effect from and immediately after its adoption.

4. **THE SUPERINTENDENT RECOMMENDS AMENDING CURRENT SPECIAL EDUCATION MODEL POLICIES AND PROCEDURES**

Whereas, the Board of Education previously adopted the Ohio Department of Education's Special Education Model Policies and Procedures, which included an Appendix "A" that consists of a chart that summarizes when the District must send Prior Written Notice, Informed Consent and Procedural Safeguards Notice; and

Whereas, the Ohio Department of Education recently revised the chart;

Now, therefore, be it resolved, the Board of Education amends its previously adopted version of the Ohio Department of Education's Special Education Model Policies and Procedures to substitute the revised chart, which is attached hereto, for the original Appendix "A".
(Exhibit #S1)

5. **RECOMMENDATION TO APPROVE CONTRACT WITH DIVERSITY INITIATIVES, INC.**

The Superintendent recommends that the Board approve the following contract with Diversity Initiatives, Inc. to provide Title VI and Title IX consulting services to our District for 2012-13 school year.
(Exhibit #S2)

6. **RECOMMENDATION TO APPROVE PERSONNEL ITEMS**
(May be handled as one motion)

ADMINISTRATIVE:

RESIGNATION

Irene Beville, Director of Curriculum and Instruction, effective 7/31/2012

CERTIFIED:

REINSTATEMENT

Stacy Stewart, from Reduction in Force to LE Art teacher, for the remainder of the 2011-2012 school year, effective 4/16/2012

SUPPLEMENTAL

(Middle School Athletic)

| | | |
|--------------------------|------------|--------------------|
| MS Assistant Track Coach | Rob Merhar | 9.5% (\$3,504.93)* |
|--------------------------|------------|--------------------|

(Middle School Non-Athletic)

| | | |
|----------------------|--------------|-------------------|
| MS Director of Drama | Justin Shank | 3.0% (\$1,106.82) |
|----------------------|--------------|-------------------|

(High School Non-Athletic)

| | | |
|---------------|------------|-------------------|
| HS Mock Trial | Sue Bolles | 4.5% (\$1,660.23) |
|---------------|------------|-------------------|

**Correction*

COMMON CORE STATE STANDARD SPECIALISTS

The Superintendent recommends that the following teachers be paid a stipend of \$1000 for their work on the ELA Common Core State Standards and the new state standards for social studies and science that will be implemented next year in grades K, 1, and 2. The stipend will be paid with Race to the Top funds.

Kathy Goodson Crystal Dangler

TITLE I BEFORE AND AFTER SCHOOL MATH PROGRAM

The Superintendent recommends that Andrea Pylypiak be reimbursed at the employee's hourly rate for her work on the Title I math program before and after school at Lee Eaton, Ledgeview, and Rushwood using Title I funds.

CURRICULUM WORK

The Superintendent recommends that the following employees be reimbursed for curriculum work not to exceed 6 hours paid at the curriculum rate using Title IIA funds.

| | | | |
|-----------------|---------------|-----------------|---------------|
| Crystal Dangler | Elaine Beno | Janis Roskoph | Sandy Stanley |
| Jen Gruber | Jill O'Hara | Jamie Hoon | Jennifer Beck |
| Alecia Glorioso | Amanda Juhasz | Heather MacRaid | |

CURRICULUM WORK

The Superintendent recommends that the following employees be reimbursed for curriculum work not to exceed 12 hours paid at the curriculum rate.

George Curcic John O'Brien
Brent Nenadal Erin Tong

TITLE I SUMMER SCHOOL LEAD TEACHER

The Superintendent recommends that Renee Foerster be employed as the Lead Teacher for our Kindergarten through Sixth Grade Title I Summer School. She will be paid from Title I funds.

SUBSTITUTES

Inger Barnes
Alyssa Colombo
Nikki Gallagher
Brenda Graves
Martinus Goverde
Dana Kuenzel
Thomas Lennon
Silindra McRay
LaSonya Morman
Colleen O'Saben
Sara Svoboda
Kyle Teague
John Wagner

CLASSIFIED:

RETIREMENT

Clara Kieliszek, HS Cafeteria Helper, for the purpose of retirement, effective 1/01/2012

Stephanie McCafferty, LV Building Interventionist, for the purpose of retirement, effective 3/16/2012

Carol Papile, CO Executive Assistant, for the purpose of retirement, effective 7/1/2012

RESIGNATION

Sally Vickers, LE Building Interventionist, effective 3/23/2012

CHANGE OF ASSIGNMENT

Rosanne Pallotta (R), from MS Cafeteria Helper, 5.5 hours per day to HS Cafeteria Helper, 7.0 hours per day, 5 days per week, Classification I, Pay Grade I, Step 7, effective 2/27/2012

Loraine Walko (R), from MS Cafeteria Helper 3.0 hours per day to MS Cafeteria Helper, 5.5 hours per day, Classification I, Pay Grade I, Step 1, effective 3/5/2012

NEW ASSIGNMENT

Renee Fujikawa (R), MS Cafeteria Helper, 3.0 hours per day, Classification I, Pay Grade I, Step 0, effective 3/14/2012

SUBSTITUTE

**Mike Hawkins
Mattea Petite**

**Substitute Maintenance, Substitute Custodian
Substitute Paraprofessional**

TREASURER'S REPORT
MARCH 19, 2012

1. RECOMMENDATION TO APPROVE FINANCIAL STATEMENTS

The Treasurer recommends that the Board approve the Financial Statements for the month ending February 29, 2012.

- A. Financial Report by Fund – FYTD & MTD (Exhibit T1A)
- B. Comparative Financial Report (Exhibit T1B)

2. RECOMMENDATION TO APPROVE TRANSFERS

The Treasurer recommends that the Board approve the schedule of transfers as follows for the period ending February 29, 2012:

Transfers:

| | | |
|-------|-------------------------------------|-------------|
| From: | General Fund (001) | \$15,000.00 |
| To: | HS Athletics (300) | \$15,000.00 |
| | Annual support for 2012 Athletics | |
| From: | General Fund (001) | \$1,940.00 |
| To: | MS Athletics (300) | \$1,940.00 |
| | MS Fall 2011 Sports Participation | |
| From: | General Fund (001) | \$1,020.00 |
| To: | MS Athletics (300) | \$1,020.00 |
| | MS Winter 2011 Sports Participation | |
| From: | HS Athletics (300) | \$5,000.00 |
| From: | MS Athletics (300) | \$5,000.00 |
| | HS Annual Support to MS Athletics | |

**NORDONIA HILLS
CITY SCHOOL DISTRICT
BOARD OF EDUCATION MEETING**

March 19, 2012

EXHIBITS

When to Provide Prior Written Notice, Informed Consent, and Procedural Safeguards Notice (*Whose IDEA Is This?*)

| Steps in the Special Education Process | Action Required | | |
|---|---|---|----------------------------|
| | Notification or Informed Consent | Prior Written Notice to Parents PR-01 | Whose IDEA Is This? |
| 1. Procedural safeguards must be provided to the parents once a year | | | X |
| 2. Procedural safeguards must be provided upon request of the parents | | | X |
| 3. Initial referral for a suspected disability | | X | X |
| 4. Initial evaluation | Informed consent (Parent Consent for Evaluation PR-05 form) | X | |
| 5. Eligibility determination | | X | |
| 6. IEP meeting | Notification (Parent Invitation to Meeting PR-02 form) | Provide after an IEP, if parents do not agree or do not attend the meeting | |
| 7. Reevaluation with assessments conducted | Informed consent (Parent Consent for Evaluation PR-05 form) | Provide before, and provide after if the district proposed or refused to change the category of disability or the child's eligibility | |
| 8. Reevaluation without further assessments conducted | Notification | Provide before, and provide after if the district proposed or refused to change the category of disability or the child's eligibility | |
| 9. Parents and district agree, no reevaluation conducted | | Not required, but may be provided | |
| 10. Transfers from out-of-state or transfers from out-of-district and team determines to reevaluate | Informed consent (Parent Consent for Evaluation Pr-05 form) | Provide prior to evaluation and after an IEP, if parents do not agree | If moved from out-of-state |
| 11. Change of placement | Informed consent (IEP PR-07 form) | Provide after an IEP, if parents do not agree | |
| 12. Change in the type and amount of services | | Provide after an IEP, if parents do not agree | |
| 13. Exit from special education | Notification (Summary of performance if graduating or aging out of special education) | X | |
| 14. District refuses services requested by parents | | X | |
| 15. District proposes/refuses to change disability category | | X | |
| 16. Releasing personally identifiable information | Informed consent (Written consent) | | |
| 17. Destruction of personally identifiable information | Notification prior to destruction | | |
| 18. Transfer of parental rights | Statement included in IEP PR-07 form | | X |
| 19. Upon receipt of the first due process complaint or upon receipt of first state complaint in school year | | | X |
| 20. Disciplinary change in placement | | X | X |
| 21. Revocation of consent | | X | |

To: Dr. Joseph Clark, Superintendent of Schools
Nordonia Hills City Schools

From: Mr. Michael A. Douglas, Executive Director
Diversity Initiatives, Inc.

Date: March 7, 2012

Re: Consulting Services Contract

Contract

#2012-013-1

Scope: *Mr. Douglas will serve as the Diversity Consultant for the Nordonia Hills City School District acting in the capacity of a consultant pursuant to ORC 3317.171 and as an independent contractor. In that role, Mr. Douglas will provide diversity awareness and sensitivity training for the administrative, certified, and classified employees of the Nordonia Hills City School District. As the Diversity Consultant and acting as an independent contractor, Mr. Douglas will work collaboratively with the Superintendent of Schools to provide the necessary guidance and support to staff to meet the needs of the diverse student population of the Nordonia Hills City Schools District. Mr. Douglas will report directly to Dr. Joseph Clark, Superintendent of Schools for the Nordonia Hills City Schools*

Performance

Terms: *Mr. Douglas will be available for 37 days during the contract period. The effective date of the contract will be June 1, 2012 through May 2013. Unlimited phone consultation for the Administrative team will be in effect for the same contract period.*

Training and Development:

| | |
|---|-------------------|
| Administrative Team Diversity Training | Phase I 12.0 days |
| Certified Training | Phase I 8.0 days |
| Classified Training | Phase I 8.0 days |
| Project M.O.S.A.I.C Student Development | Phase I 9.0 days |



Program

Goals:

Plan and facilitate a series of discussions at the Administrative level with the goal of continuing the PASSPORT Training Initiative™ that was introduced in the winter of 2012. The program will encompass:*

- *Developing meaningful building/district respect initiatives that will positively impact the school community*
- *Continue to develop the Single Story conflict mediation strategy for the Administrative team*
- *The Project M.O.S.A.I.C. (K-12) Student Initiative*
- *Recommendations to the Superintendent for the 2012-2013 school year and beyond*
- *Continue to develop district-wide anti-bullying/harassment strategies*

Consideration: 37 Consulting days
31,900.00

All modifications to this agreement must be mutually accepted and in writing.

Date: 3/7/12
Signed: *Michael A. Douglas*
Michael A. Douglas, President

Diversity Initiatives, Inc.
13200 Woodcrest Lane
Chesterland, Ohio 44026

Date: _____
Signed: _____
Nordonia Hills Authorized Representative

Nordonia Hills City Schools
9370 Olde Eight Rd.
Northfield, Ohio 44067

Title: _____

*The PASSPORT Training Initiative™ is the intellectual property of Diversity Initiatives, Inc. All rights reserved.

