

**INDIAN HILL EXEMPTED VILLAGE SCHOOL DISTRICT
MINUTES
Regular Meeting of June 12, 2012**

A regular meeting of the Indian Hill Exempted Village School District was held on Tuesday, June 12, 2012, at 7:00 p.m., in the Indian Hill High School Multipurpose Room, 6865 Drake Road, Cincinnati, Ohio 45243 in accordance with notices sent to each member. Roll call showed the following members as present:

Mr. Grafe
Mr. Sharp

Mrs. Lewis

Mr. Lutz

Mrs. Johnston was absent. Mr. Grafe served as President Pro Tempore.

Also present were Dr. Knudson, Mrs. Toth, Mark Ault, Tracy Quattrone, Josh Kauffman, Melissa Stewart, Jim Nichols, Martha Stephen, Steve Seeger, Bridgette and Jeremy Ridley, Becky McFarlan, Pat Bartholomew, Kerry Daus, Naomi Horchak-Morris, Lori Klinedinst, Molly Poling, and Forrest Sellers.

EXECUTIVE SESSION (061201) Mr. Sharp moved, seconded by Mr. Lutz, to go into Executive Session at 7:00 p.m. to discuss personnel matters related to appointment of school employees. Roll call vote was as follows:

Mr. Grafe, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

The Board reconvened its regular meeting at 7:30 p.m.

PLEDGE OF ALLEGIANCE – Dr. Knudson led those in attendance in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA (061202) Mr. Sharp moved, seconded by Mrs. Lewis, to adopt the agenda of the regular meeting of the Indian Hill Board of Education as amended, to include recommendations for employment for Diana Erdmann, Bridgette Ridley, and Kate Zink; resignations/retirements for Susan Chaves and Karen Krieglstein; supplemental contracts and tuition reimbursements. All members present voted aye. Motion carried.

SUPERINTENDENT'S REPORTS - Dr. Knudson thanked the administrators and all who contributed to the successful end of year activities as well as her appreciation for the Board-hosted Closing Breakfast for all staff. A very busy last week of school (starting with the Boosters Hall of Fame Night - presented in its new format, Celebration of Excellence, Senior Projects, Baccalaureate, 8th Grade Graduation, and High School Graduation) concluded a successful 2011-12 academic year. Special thanks and appreciation to Mr. Ken Stegman and his facilities staff for the grounds beautification projects.

Dr. Knudson also congratulated the faculty and staff on their recent *Newsweek* ranking in the Top 1000 High Schools in the country; Indian Hill ranked 54th in the country. The ranking is based on six metrics: four year graduation rate, college matriculation rates, AP and other advanced tests given per student, average AP test scores, average ACT/SAT test scores, and the number of AP courses offered per student.

During Improvement Week, I-team leaders will receive information on the new Danielson teacher evaluation system, evaluate and analyze data on student achievement, conduct After Action Reviews, and develop School Improvement Plans. Summer maintenance projects are fully underway this week as well.

INDIAN HILL PUBLIC SCHOOLS FOUNDATION REPORT – Mrs. Molly Poling, President of the Foundation's Board of Directors, reported on the efforts of the IHPS Foundation this year. Established in 2001, the Indian Hill Public Schools Foundation builds financial and other community resources to support sustained excellence in the Indian Hill Public Schools and achieves its purpose with the help of Alumni, Parents, and the Community. Nineteen Foundation Board members representing the school board, superintendent, faculty, PTO, Boosters, Alumni, Community members and parents work to engage parents, community and alumni in fulfilling the mission of the IHPS Foundation. With the alignment and inclusion of the Alumni Association this year, the Foundation has implemented an electronic marketing media to communicate with 10,000 alumni, developed and implemented a three-year strategic plan, participated in the Homecoming Parade, and connected with Alumni in Chicago as part of Senior Trip. The ongoing participation of alumni in Indian Hill's Career Day, Senior Projects, Lunch with a Professional, and Senior Dinner is inspirational to our current students. The Foundation has provided reunion assistance and participation, established scholarships in honor of Bill Kincaid and Hank Henley, and initiated a "5 for 5" which invites current seniors to remain connected by participating in the Foundation's work as soon as they graduate. The IHPS Foundation has pledged \$25,000 to support the District's Bring Your Own Technology program for the 2012-2013 school year. The BYO Technology Program will create a more personalized learning experience for students, provide greater access to educational resources, and empower students to take control of their own learning. The Foundation has enjoyed many

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successes during 2011-2012 year: Friends Campaign, Career Day, Alumni and Faculty 5K Walk/Run, Lunch with a Professional, Senior Projects, and Seed Funding for various district initiatives. In 2012-2013 and beyond the IHPS Foundation will continue and enhance its partnerships with the School Board, Administration, Faculty and Staff, as well as Support Groups in fulfilling its mission to support sustained excellence in the Indian Hill Public Schools.

CURRICULUM REPORTS – Dr. Mark Ault, Assistant Superintendent, and Mrs. Becky McFarlan, English Language Arts (ELA) Program Leader, presented an overview of the K-12 English Language Arts Curriculum. Ohio's New Content Standards for ELA (and Mathematics) will be moving to the (national) Common Core. The New Ohio Standards will provide depth and rigor to the curriculum that is internationally benchmarked and aligned to the model curriculum. The New Standards will focus on college and career readiness as well as content and skills. Ohio will require new assessments in English Language Arts: Grade Kindergarten through Grade 8 will combine reading and writing into a single ELA assessment and establish 3 performance levels (instead of 5). High School ELA Assessments will test college readiness (designed by PARCC) and include a series of end-of-course exams. (The Partnership for Assessment of Readiness for College and Careers (PARCC) is a consortium of states working together to develop a common set of K-12 assessments in English and Math anchored in what it takes to be ready for college and careers.) PARCC will offer on-line testing (totally paperless), student growth measures (interim and summative components), differentiated item types (multiple choice, extended response, technology enhanced, performance assessments, 40-65 questions per subject area), and rapid reporting to inform instruction. The ELA Standards Framework will incorporate major units or areas of study (strands), provide a main focus of the content and standard statements (topics), and identify what students should know and/or be able to do (standard statements). Some of the significant changes to the ELA Literacy will build knowledge through content-rich nonfiction; reading, writing, and speaking will be grounded in evidence from text, both literary and information; and regular practice with complex text and its academic language.

FIRST READING: NEW TEACHER EVALUATION SYSTEM – Dr. Knudson presented her recommendation for a new teacher evaluation system beginning with the 2012-2013 school year. Dr. Knudson and a Teacher Evaluation Task Force (ETF) studied the current evaluation policy, instruments, procedures, and standards; considered revised or new evaluation models based on best practices, including consideration of the evaluation tools developed by the Ohio Department of Education; reviewed compliance with HB 153 and other applicable laws.

HB 153 requires a new Teacher Evaluation System to include ratings based on 50% teacher performance and 50% on student growth and requires every teacher to be evaluated every year. The ETF identified several District Core Values: teacher quality matters; student results; improvement of pedagogical skills; student achievement at levels commensurate with aptitude; and continuous professional improvement. HB 153 requires that teachers be rated as Accomplished, Proficient, Developing, or Ineffective.

Dr. Knudson is recommending the adoption of a new Danielson Model (2011 edition) to replace the current Danielson system. The new Evaluation Model incorporates 41 observation points. For several years, the District has studied and applied the work of Robert Marzano and Richard DuFour in Professional Learning Communities (PLC). Professional Learning Communities strive to identify what students should learn; understand students' learning; develop and implement strategies to help when a student isn't learning. Teachers will use Marzano's Teacher Scales for Reflective Practice to generate an instructional goal as part of the evaluation system. Teachers will administer a brief confidential survey to a representative group of students in grades 6-12 and use the results to improve their instruction.

The other major component of the new Teacher Evaluation System (TES) as required by HB 153 is student growth. The Evaluation System will identify at least 2 student data points and the value added score must be used if available.

HB 316 which is currently in the legislative process will modify HB 153, changing the timing of the results and addressing students who are not in attendance for a specific number of days. HB 316 will require some modification to the work of the ETF and the modifications should be known by the time of a second reading and approval in late June.

FIRST READING: TEXTBOOK ADOPTIONS – Dr. Mark Ault presented a first reading for the High School World Language textbook adoptions. A second reading and adoption is anticipated at a later June Board meeting.

World Languages (High School):

- (1) AP Latin: Vergil's Aeneid: Selected Readings from Books 1, 2, 4, and 6, Bolchazy-Carducci Publishers, 2012
- (2) AP Latin: Caesar: Selections from His Commentarii, Bolchazy-Carducci Publishers, 2012

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FIRST READING: POLICY REVISION: File J-56 FOOD SALE STANDARDS – Dr. Knudson presented for first reading the revisions of Policy File J-56, Food Sale Standards, which prohibits the sale of baked goods and other school fundraising activities involving food and beverage items during the school day. This change is necessary due to a recent clarification and interpretation of the law restricting the sale of food to students. A second reading and adoption is anticipated at a later June Board meeting.

MOTION TO TABLE SECOND READING: POLICY REVISION File E-12, ACCEPTABLE USE OF TECHNOLOGY (061203) Mr. Sharp moved, seconded by Mrs. Lewis, to table the second reading of the policy revision to File E-12, Acceptable Use of Technology, pending further discussion. Roll call vote was as follows:

Mr. Grafe, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

ACCEPTANCE OF DONATIONS (061204) Mr. Sharp moved, seconded by Mrs. Lewis, to accept the following donations:

(1) Mrs. Gail Bowler – IHHS Media Center, \$50

Roll call vote was as follows:

Mr. Grafe, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

PERSONNEL ACTIONS (061205) Mr. Sharp moved, seconded by Mrs. Lewis, to approve the following personnel matters as recommended by the Superintendent:

A. Employment Contracts – beginning 2012-13

Employee Name	Bldg/Assignment	% Contract	2012-13 Salary
Pamela Roadruck	Instructional Aide	7 hours/day	\$17.21/hour
Diana Erdmann	Support Svcs Teacher for Hearing	1 hour/day	\$10,195.35
Bridgette Ridley	MS/Assistant Principal	100%	\$78,500.00
Kate Zink	PS/Kindergarten	71%	\$33,445.00

B. Approval of Supplemental/Personal Service Contracts – 2011-12 year

EMPLOYEE	CONT	BLD	CONTRACT POSITION/DUTY	RATE	AMOUNT
Conway, Cody	SUPP	ATH	Baseball, Sectional Tournament	0.50%	\$183.00
Haag, Walter	PSC	ATH	Lacrosse Girls, District and Regional Competition	1%	\$366.00
Dunning, Spencer	PSC	ATH	Lacrosse, Boys, Regional and State Competition	1%	\$366.00
Scheve, Todd	PSC	ATH	Tennis Coach, Boys, Sectional/District/State	1%	\$366.00
Savage, Susan	SUPP	ATH	Track, Boys-Girls, District/Regional/State	1%	\$366.00
Langhorst, Janet	PSC	HS	Accompanist, Spring Performance "Carmina Burana"		\$100.00
Lewis, Kari	SUPP	HS	Curriculum Preparation, AP (Spring Quarter, 2012)		\$800.00
Dunlap, Amy	SUPP	ATH	Soccer Camp Coordinator, Girls, Summer 2012		\$1,200.00
Hughes, Ellen	SUPP	ATH	Volleyball Camp Coordinator, Summer 2012		\$1,500.00
Milligan, Heather	SUPP	DST	Extended School Year Services, Summer 2012 - 10 hrs	\$35/hr	\$350.00
Smith, Cristina	SUPP	DST	Extended School Year Services, Summer 2012-26 hrs	\$35/hr	\$910.00
Bohn, Alice	SUPP	HS	Performing Arts Camp Asst Music Dir, Summer 2012		\$800.00
Harris, Lisa	SUPP	HS	Performing Arts Camp Director, Summer 2012		\$7,500.00
Savage, Susan	SUPP	HS	Tutor, OGT Review-June 11-15, 2012-not to exc 10 hrs	\$35/hr	\$350.00
Wuest, Tom	PSC	TRN	Bus Washing, Summer 2012 - not to exceed 60 hours	\$19.70/hr	\$1,182.00
Dorenbusch, Beverly	PSC	TRN	Bus Washing, Summer 2012 - not to exceed 70 hours	\$19.70/hr	\$1,379.00
Ellis, Becky	PSC	TRN	Bus Washing, Summer 2012 - not to exceed 70 hours	\$19.70/hr	\$1,379.00
McCoy, Kelly	PSC	TRN	Bus Washing, Summer 2012 - not to exceed 70 hours	\$19.70/hr	\$1,379.00
Spurlock, Diane	PSC	TRN	Bus Washing, Summer 2012 - not to exceed 70 hours	\$19.70/hr	\$1,379.00

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PERSONNEL ACTIONS (061205) - continued

C. Retirements/Resignations

Last Name	First Name	Assignment	Building	Effective Date
Gentry	David	Bus Driver	Transportation	August 20, 2012
Kriegelstein	Karen	Intervention	High	August 20, 2012
Chaves	Susan	Spanish	High	June 30, 2012

D. Approval of Summer Facilities Help - \$10 per hour

Aundrea Faulkner

Brittany Faulkner

E. Tuition Reimbursements

EMPLOYEE	COURSE	COLLEGE	TUITION
Jason Keith	Internship: Principal 1 Main	XU	\$1,560.00
Ashley Morrison	Educational Administration	XU	\$1,560.00
Ashley Morrison	Educational Research	XU	\$520.00
Antionette Roark	Autism & Asperger's Disorder	Ashland Univ	\$380.00

F. Approval to Pay Superintendent Jane Knudson for up to (10) days of unused vacation days at per diem for transition work with Dr. Mark Miles, incoming Superintendent.

Roll call vote was as follows:

Mr. Grafe, aye

Mrs. Lewis, aye

Mr. Lutz, aye

Mr. Sharp, aye

APPROVAL OF MINUTES (061206) Mr. Sharp moved, seconded by Mrs. Lewis to approve the minutes from the May 8, May 16, and May 29, 1012 meetings, as presented. Roll call vote was as follows:

Mr. Grafe, aye

Mrs. Lewis, aye

Mr. Lutz, aye

Mr. Sharp, aye

APPROVAL OF FINANCIAL REPORTS (061207) Mr. Sharp moved, seconded by Mrs. Lewis , to approve the financial reports for the month ended May 31, 2012 including Fund Reports and Warrant Listings totaling \$3,428,184.74, as follows:

General Fund	\$2,394,226.06
Bond Retirement Fund	\$676,896.88
Permanent Improvement Fund	\$71,317.17
Enterprise Funds	\$52,633.91
Special Revenue Funds	\$208,288.39
Trust Funds	\$0.00
Agency Funds	\$ 24,822.33
TOTAL ALL FUNDS, May 31, 2012	\$3,428,184.74

Roll call vote was as follows:

Mr. Grafe, aye

Mrs. Lewis, aye

Mr. Lutz, aye

Mr. Sharp, aye

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APPROVAL TO PAY INVOICES (061208) Mr. Sharp moved, seconded by Mrs. Lewis, to authorize the payment of the following invoices for obligations incurred prior to the timely completion of the fiscal certificate in accordance with Section 5705.41 (D)(1):

VENDOR	ITEM DESCRIPTION	AMOUNT
Advanced Placement Exams	AP Exams-Guidance Department	\$67,515.00
Transportation Department	04/2012 Field Trips-Athletics	\$7,850.85

Roll call vote was as follows:

Mr. Grafe, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

APPROVAL OF FY2012 AMENDED APPROPRIATIONS (061209) Mr. Sharp moved, seconded by Mrs. Lewis, to approve the amendments to the FY2012 Appropriations Resolutions, previously adopted September 13, 2012 and subsequently amended, to provide for the current expenses and other expenditures of said Board of Education during the fiscal year ending June 30, 2012, the following sums be and are hereby set aside and appropriated for the several purposes for which expenditures are to be made, as follows:

FUND NAME	FUND #	ORIGINAL APPROPRIATION	AMENDED APPROPRIATION	ADJUSTMENT
General Fund	001	30,764,986	31,407,046	642,060
Debt Service Fund	002	3,559,000	3,559,000	0
Permanent Improvement	003	1,695,030	1,695,030	0
Special Revenue:				
Public School Support Fund	018	18,921	13,646.30	-5,274.70
NEA Foundation Grant	019	000	3,628.28	3,628.28
Athletic	300	321,755	300,008.44	-21,746.56
Auxiliary Services	401	956,632	988,676.77	32,044.77
EMIS	432	4,000	0	-4000
Network Connectivity	451	8000	7,200	-800
EdJobs Grant	504	31,706	33,090.22	1,384.22
Title VI-B	516	598,851	598,851.40	.40
Carl Perkins Voc Ed	524	5,000	5,329.99	329.99
Title II-d Tech PD	533	000	969.98	969.98
Title I	572	183,947	182,685.61	-1,261.39
ECSE Pre School	587	3,982	3,982.04	.04
Teacher Quality	590	45,279	45,220.25	-58.75
Total Special Revenue		2,178,073	2,183,289.28	5,216.28
Enterprise Funds:				
Food Service	006	730,000	730,000	0
Uniform School Supplies	009	000	000	0
Total Enterprise Funds		730,000	730,000	0
Trust Funds:				
Special Trust Fund	007	10,030	10,030.39	.39
TOTAL ALL APPROPRIATIONS		38,937,119	39,584,395.67	647,276.67

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APPROVAL OF FY2012 AMENDED APPROPRIATIONS (061209) - continued

Roll call vote was as follows:

Mr. Grafe, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

APPROVAL OF FY2013 TEMPORARY APPROPRIATIONS (061210) Mr. Sharp moved, seconded by Mrs. Lewis, to approve the FY2013 Temporary Appropriations in an amount not to exceed one-fourth of the current Certificate of Resources to provide for the current expenses and other expenditures of said Board of Education during the fiscal year ending June 30, 2013. The following sums be and are hereby set aside and appropriated for the several purposes for which expenditures are to be made, as follows:

<u>FUND NAME</u>	<u>TEMPORARY APPROP</u>
General Fund	\$7,500,000
Bond Retirement Fund	\$875,000
Permanent Improvement Fund	\$500,000
Food Services Fund	\$150,000
Special Trust Funds	\$250
Public School Support Fund	\$1,174
Student Activity Funds	\$12,500
Extracurricular-Athletic Funds	\$35,000
Auxiliary Services Fund	\$200,000
Title VI-B Flow-Thru Fund	\$136,750
Carl Perkins Career Educ Fund	\$1,665
EdJobs Fund	\$7,000
Title I Fund	\$40,000
Title VI-B Preschool Fund	\$750
Title II-a, Teacher Quality	\$11,000

Roll call vote was as follows:

Mr. Grafe, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

APPROVAL OF BOARD SERVICE FUND (061211) Mr. Sharp moved, seconded by Mrs. Lewis, to provide a Service Fund in the amount of \$2,000 to pay for the expenses of Board members and/or Board members-elect in the performance of their duties during the 2012-13 fiscal year. Roll call vote was as follows:

Mr. Grafe, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

MOTION TO TABLE OSBA CAPITAL CONFERENCE DELEGATE/ALTERNATE (061212) Mr. Sharp moved, seconded by Mrs. Lewis, to table the designation of a delegate and/or an alternate to the OSBA Capital Conference in November 2012 until all board members could review their calendars. Roll call vote was as follows:

Mr. Grafe, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

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APPROVAL OF RENEWAL CONTRACTS (061213) Mr. Sharp moved, seconded by Mrs. Lewis, to renew the following contracts for the 2012-13 school year:

1. Hamilton/Clermont Cooperative Association (H/CCA): financial, student services (including SIS software and Progress Book), and EMIS, \$39,222.35 annually
2. Learn 21: Blackboard software, hosting and support, \$14 per user – estimated \$26,348 annually
3. Workers Compensation Group Rating Program – Lima-Allen County Chamber of Commerce (Sheakley UniService, Inc.)

Roll call vote was as follows:

Mr. Grafe, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

FIRST READING – NONTEACHING STAFF EMPLOYEE HANDBOOK – Mrs. Toth presented the Nonteaching Staff Employee Handbook for a first reading. At the request of the Board's Personnel Committee, the Nonteaching Staff Handbook has been submitted for legal review and has been updated to reflect current policies of the Board of Education as well as legal requirements. A second reading and approval is anticipated in late June.

FIRST READING – TRANSPORTATION HANDBOOK – Mrs. Toth presented the Transportation Handbook for a first reading. At the request of the Board's Personnel Committee, the Transportation Handbook has been submitted for legal review and has been updated to reflect current policies of the Board of Education as well as legal requirements. A second reading and approval is anticipated in late June.

COMMITTEE REPORT – Mr. Sharp, Finance Committee Chair, reported on the pending interviews with Investment Management Services providers on June 21. Finance Committee anticipated a recommendation for the Board on June 27.

Mr. Lutz, Operations Committee, reported on the conversation he and Mr. Grafe had with MSA Architects regarding the phasing of the athletic portion of the Auxiliary Facilities Master Plan. Mr. Lutz had renderings of the Upper Field area to share with interested parties.

Mr. Sharp thanked Dr. Jane Knudson for her 24 years of service to the Indian Hill School District. In her honor, four magnolia trees have been planted, one at each campus.

PUBLIC COMMENTARY – None.

Mr. Grafe indicated that the next meeting would be June 27 and that the Board does not generally meet during July.

ADJOURNMENT (061214) Mrs. Lewis moved, seconded by Mr. Lutz, to adjourn the regular meeting of the Indian Hill Board of Education at 8:12 p.m. on June 12, 2012. Roll call vote was as follows:

Mr. Grafe, aye
Mr. Sharp, aye

Mrs. Lewis, aye

Mr. Lutz, aye

Board President Pro Tempore

Treasurer