

REGULAR BOARD OF EDUCATION MEETING – WORK SESSION

August 2, 2018

7:00 p.m.

ADMINISTRATION BUILDING/MEETING ROOM

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda. Public comment is your opportunity to make a comment to the Board. When your name is called, please stand and state your name, address, and topic. You will have three (3) minutes to speak. If your comment involves a problem with a student, employee, or Board member please do not address them by name. The primary role of the Board of Education is to listen and reflect on your comments. Sometimes Board members may respond or ask questions, but not always. Whether we respond or not, your input is valued.

Fund Definitions

001 – General Fund – The general fund is used to account for all financial resources, except those required to be accounted for in another fund. The general fund is available to the School District for any purpose provided it is expended or transferred according to the general laws of Ohio.

002 – Bond Retirement – The bond retirement fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

003 – Permanent Improvement – The permanent improvement fund is used to account for all transactions related to the acquiring, construction, or improving facilities and/or capital assets.

004 – Building Fund – The building fund is used to account for monies received and expended in connection with the construction of the middle school and renovation of the high school.

009 – Uniform School Supplies – The uniform school supplies fund is used to account for class fees for the purchase of school supplies.

014 – Internal Service Rotary Fund – The internal service rotary fund is used to account for operations that provide goods and services on a cost reimbursement basis.

018 – Public School Support – The public school support, otherwise known as the Principal's building fund, is used to account for specific local revenue sources, other than taxes, that are restricted to expenditures for specified purposes.

Fund Definitions (continued)

- 019 – Other Grants** – The other grants fund is used to account for proceeds of specific revenue sources, except for State and Federal grants that are legally restricted to expenditures for specified purposes.
- 022 – OHSAA Tournaments** – The OHSAA Tournament fund is used to account for the revenues and expenditures of an OHSAA tournament game hosted at the District. After the event takes place, this fund should equal zero.
- 024 – Employee Benefits Self-Insurance** – The employee benefits self-insurance fund is used to account for monies received from other funds as payment for providing employee healthcare.
- 035 – Termination Benefits** – The termination benefits fund is used to pay employee termination benefits upon separation as prescribed within the District’s negotiated contracts.
- 200 – Student Managed Activities** – The student managed activities fund is used to account for student activity programs which have student participation in the activity and have students involved in the management of the program.
- 300 – District Managed Student Activity** – The District managed student activity fund is used to account for those student activity programs which have student participation but do not have student management of the programs. (Usually athletic and band programs but could be other clubs that are District managed.)
- 401 – Auxiliary Service (NPSS)** – The auxiliary service fund is used to account for monies which provide services and materials to pupils attending non-public school within the School District. (Sts. Joseph and John, Creative Playrooms, and Le Chaperon Rouge).
- 451 – Data Communications** – The data communications fund is used to account for money appropriated for Ohio Educational Computer Network Connections.
- 463 – Alternative Schools** – The alternative schools fund is used to account for alternative educational programs for existing and new at-risk and delinquent youth.
- 499 – Miscellaneous State Grants** – The miscellaneous state grant fund is used to account for various monies received from state agencies which are not classified elsewhere.
- 516 – IDEA, Part B Special Education** – Grants to assists states in providing an appropriate public education to all children with disabilities.
- 551 – Title III, Limited English Proficiency** – Grants to develop and carry out elementary and secondary school programs, including activities at the pre-school level, to meet the educational needs of children with limited English proficiency.
- 572 – Title I-Disadvantaged Youth** – Federal Monies used to assist the School District in meeting the special needs of economically and educationally deprived children.
- 587 – IDEA Preschool Grant for the Handicapped** – Grants the improvement and expansion of services for handicapped children ages three to five years.
- 590 – Improving Teacher Quality** – Grants for professional development and other programs to ensure teachers meet high quality standards.
- 599 – Literacy Grant** – Grants to improve the language and literacy of Ohio’s children.

AGENDA

1. CALL TO ORDER

2. ROLL CALL

Present

Not Present

- Duke Evans*
- George A. Grozan*
- Jane L. Ludwig*
- Richard O. Micko*
- Carl W. Naso*

3. PLEDGE OF ALLEGIANCE

4. DISTRICT GOALS

5. PUBLIC COMMENT

6. TREASURER’S REPORT

A. Discussion Item

- 1. OSBA Capital Conference Delegate/Alternate Delegate Appointments
November 11-13, 2018

(Exhibit A)

* B. Cafeteria Change Fund (006-Food Services Fund)

Be it resolved upon the recommendation of the Treasurer that the Cafeteria Change Fund be established in the amount of \$950.00. These funds are used to establish start-up funds for the school cafeterias.

* C. Middle School Athletic Change Fund (300-District Managed Student Activity Fund)

Be it resolved upon the recommendation of the Treasurer that the Middle School Change Fund be established in the amount of \$500.00. These funds are to be used to establish start-up funds for Middle School athletic events.

* D. High School Athletic Change Fund (300-District Managed Student Activity Fund)

Be it resolved upon the recommendation of the Treasurer that the High School Change Fund be established in the amount of \$5,000.00. These funds are to be used to establish start-up funds for High School athletic events.

AGENDA**AUGUST 2, 2018****7. SUPERINTENDENT'S REPORT****A. DISCUSSION ITEMS**

1. 2020 End-of-Year Update
2. Opening School Convocation – Strongsville High School
 - Friday, August 17, 2018
8:30 a.m. Program – High School Auditorium

B. CURRICULUM

- * 1. Memorandum of Agreement for Internship

Be it resolved upon the recommendation of the Superintendent that the Memorandum of Agreement for Internship between the Cleveland State University School Psychology Program and the Strongsville City School District be approved as presented.

(Exhibit B)

- * 2. School Psychology Internship

Be it resolved upon the recommendation of the Superintendent that the following student shall be placed for the purpose of a school psychology internship:

Emily Pimentel	-- Strongsville Middle School and Strongsville Early Learning Preschool, assigned to Jeremy Ryman, August 20, 2018 – May 31, 2019. A student at Cleveland State University.
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C. HUMAN RESOURCES

- * 1. Resignation – Leadership (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following non-certificated leadership resignation be accepted:

Andrew Jalwan, Athletic and Activities Director, assigned to Strongsville High School. Effective July 31, 2018.

Resignation – Non-Certificated (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following non-certificated resignation be accepted:

Jacalyn Anaya, Bus Driver, assigned to the Transportation Department. Effective July 31, 2018.

AGENDA

AUGUST 2, 2018

7. SUPERINTENDENT'S REPORTC. HUMAN RESOURCES* 2. Appointments – Certificated (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following certificated personnel be hired:

Dana Hoopingarner, Grade 2 Teacher, 184 day limited contract, salary to be BA/1 at \$42,993.00 per year. Effective August 17, 2018. Replacement for Katie Hawk.

Melissa King, .5 FTE Kindergarten Teacher, 184 day limited contract, salary to be BA/5 at \$25,226.00 per year. Effective August 17, 2018. Replacement for Emma Northeim.

Brittany Leonard, Intervention Specialist – Moderate/Intensive, 184 day limited contract, salary to be BA/0 at \$40,315.00 per year. Effective August 17, 2018. Replacement for Melissa Rubenstein.

Appointment – Certificated Substitute (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following certificated substitute be hired:

Suzann Mitchell	Integrated Mathematics 7-12
	Effective August 16, 2018

* 3. Stipends – Kindergarten Screening (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following certificated personnel be hired to screen incoming kindergarten students. Salary to be paid at personnel member's per diem rate, prorated hourly, not to exceed four (4) days. Effective August 1, 2018.

Mackenzie Cunningham	Speech Language Pathologist
Diane Heidt	Speech Language Pathologist
Margaret Kmetz	Speech Language Pathologist
Kara Kuykendall	Speech Language Pathologist
Kathryn Martin	Speech Language Pathologist
Crystal Tackaberry	School Nurse

Stipend – Interim Treasurer (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that Carol Lake be paid at the rate of \$90.00 per diem for serving as Interim Treasurer from June 14 – July 6, 2018.

AGENDA

AUGUST 2, 2018

7. SUPERINTENDENT’S REPORT

C. HUMAN RESOURCES

* 4. Medical Leave – Non-Certificated

Be it resolved upon the recommendation of the Superintendent that the following non-certificated medical leave be approved:

Glen Olesick (FMLA) July 17, 2018 to September 12, 2018

8. CONSENT CALENDAR

Action by the Board of Education in “Adoption of Consent Calendar” at this point of the agenda means that all items appearing in this agenda with asterisks (*) (which items constitute the “consent calendar”) are adopted by one single motion, unless a member of the Board or the Superintendent requests that such items be removed from the “consent calendar” and voted upon separately.

Motion:	Second:	Roll Call:	Yes	No
_____	_____	<i>Duke Evans</i>		
_____	_____	<i>George A. Grozan</i>		
_____	_____	<i>Jane L. Ludwig</i>		
_____	_____	<i>Richard O. Micko</i>		
_____	_____	<i>Carl W. Naso</i>		

9. BOARD OF EDUCATION / OTHER

10. EXECUTIVE SESSION

Motion:	Second:	Roll Call:	Yes	No
_____	_____	<i>Duke Evans</i>		
_____	_____	<i>George A. Grozan</i>		
_____	_____	<i>Jane L. Ludwig</i>		
_____	_____	<i>Richard O. Micko</i>		
_____	_____	<i>Carl W. Naso</i>		

Entered into Executive Session at _____ p.m.

Resumed Public Session at _____ p.m.

11. ADJOURNMENT

Motion:	Second:	Roll Call:	Yes	No
_____	_____	<i>Duke Evans</i>		
_____	_____	<i>George A. Grozan</i>		
_____	_____	<i>Jane L. Ludwig</i>		
_____	_____	<i>Richard O. Micko</i>		
_____	_____	<i>Carl W. Naso</i>		

Meeting adjourned at _____ p.m.



Ohio School Boards
Association

TO: Superintendents and Treasurers

FROM: Jeff Chambers, director
Division of Communication Services

DATE: July 2018

RE: OSBA Capital Conference Registration

Now is the time to preregister for the 2018 OSBA Capital Conference. The Conference will be held on November 11, 12 and 13 in Columbus at the Greater Columbus Convention Center. We look forward to seeing you and providing the best conference ever.

Preregistration: To register, all attendees from the same school district must be listed on the district's preregistration form. The form is to be returned to OSBA with a check or purchase order covering all registration fees and ticket events costs. All conference materials, including registration badges, tickets, guides and business meeting documents, will be sent to district treasurers in October for distribution.

Housing: You must be registered for the conference in order to request conference housing. After you are registered for the conference, your contact person (indicated on your preregistration form) will receive a confirmation e-mail. Hotel reservations will be taken on a first-come, first-served basis beginning on Sept. 6 at 9 a.m. EDT. To make reservations, use the Internet link to the conference housing website, sent via email to your housing contact on Sept. 4, along with the unique housing code. In order to receive the link before conference housing opens, your registration must be received no later than 3 p.m. EDT on Thursday, Aug. 30. The housing link will not be available on OSBA's website. Housing reservations can only be made with your unique housing code and must be made by Friday, Oct. 19, to receive conference rates.

Each reservation requires a credit card guarantee. **If you cancel a reservation at any time before 5 p.m. on Wednesday, Nov. 7, your credit card will be charged a \$100 cancellation fee for each room canceled.** After Nov. 7, you will need to contact the hotel directly for any new reservations, modifications or cancellations. Failure to cancel a reservation by 5 p.m. on Nov. 7, failure to check in on the scheduled arrival date or early departure will result in a one night's room and tax charge by the hotel. Remember, you can modify your room reservation at no charge until Nov. 7. A modification is a change of arrival date, departure date, name and/or conference hotel.

Tax Exemption: Public school districts in the State of Ohio are eligible for exemption from the state sales tax and the hotel/motel excise tax in the City of Columbus. To be eligible you must pay with school district funds or a school district credit card. You must also produce a copy of both your district's *Blanket*

8050 North High Street
Suite 100
Columbus, Ohio 43235-6481

(614) 540-4000
(800) 589-OSBA
(614) 540-4100 (fax)
www.ohioschoolboards.org

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OSBA leads the way to educational excellence by serving Ohio's public school board members and the diverse districts they represent through superior service, unwavering advocacy and creative solutions.

Certificate of Exemption to cover the sales tax and your *Hotel/Motel excise Tax Exemption Certificate* for the excise tax upon check-in. The *Hotel/Motel excise Tax Exemption Certificate* for the excise tax is included in this packet. Your district's *Blanket Certificate of Exemption* is not sufficient to exclude payment of the hotel/motel excise tax.

Registration cancellation: If it is necessary for you to cancel your conference registration, refunds will be made only if your name badge is returned to OSBA by 5 p.m. on Nov. 9. OSBA encourages substitutions from within a district; just notify OSBA of the substitution.

Ticketed event cancellation For a cancellation of a ticketed event (Conference Luncheons), you must notify OSBA by 5 p.m. on Nov. 9 to receive a full refund or no charge to the district. Ticketed event cancellations received after Nov. 9 will be charged 50% of the fee. Cancellations the day of the event will be charged the full amount. There are no refunds for no-shows. Refunds of fees paid will be issued to the district after the conference.

Superintendents and Treasurers please note: Your board members will receive the Conference brochure but not the preregistration packet included in this packet. They are counting on you to submit these preregistration forms for them. If you have not already done so, please contact your board members immediately so that you can return these forms to OSBA by 3:00 p.m., Aug. 30 to receive the online housing link.



Ohio School Boards
Association

TO: Treasurers

FROM: Randy Smith, President
Rick Lewis, CAE, Chief Executive Officer

DATE: July 2018

RE: **DELEGATE APPOINTMENT FOR ANNUAL BUSINESS MEETING**

This is to request your help in selecting a delegate to represent your board for the 2018 Annual Business Meeting of the Ohio School Boards Association.

The mission of the Ohio School Boards Association is to lead the way to educational excellence by serving Ohio's public school board members and the diverse districts they represent through superior service, unwavering advocacy and creative solutions. We are hopeful that your board of education will lend its voice to establish the future of the association at this year's Annual Business Meeting.

Each member board of education is entitled to one vote by sending one delegate to the Annual Business Meeting of the Ohio School Boards Association on Monday, Nov. 12. It is only through the collective insight and direction of our members that OSBA can speak as a unified voice for 712 school districts.

OSBA asks that your board make the selection of a delegate an agenda item at your next board meeting. We have enclosed credential forms to communicate your board's appointment. In the event that your board elects to delay this decision, please keep the materials until the board takes action.

The appointment process is outlined below:

1. Schedule appointment of a delegate (and alternate) on the board agenda at the earliest possible time but no later than the August board meeting.
2. The delegate must be a current board member. (Superintendents and treasurers are not eligible.)
3. The delegate may represent only one board. (This applies to JVSD board members.)
4. Upon appointment of a delegate, please complete both copies of the credentials and have them signed by the delegate, alternate and treasurer.
5. Mail or fax the blue copy to OSBA at (614) 540-3299 as soon as possible and keep the yellow copy for your file. If the blue copy is not received by OSBA before Nov. 9, your delegate or alternate must appear before the Credentials Committee at the registration desk on Nov. 12.

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6. Delegates must follow the same pre-registration procedure as all other conference attendees, including housing and registration.
7. Your delegate will receive his/her name badge, special event tickets and any other pertinent information in the pre-registration packet that will be sent to treasurers in October.
8. The delegate ribbon and delegate notebook will be mailed directly to your delegate in October.
9. The delegate ribbon serves as the necessary credential for admission into the Annual Business Meeting. If your delegate loses or forgets his/her delegate ribbon, he/she will need to see the Credentials Committee for a replacement.
10. In the event your delegate cannot serve in November, the delegate should give the delegate ribbon to the alternate. It is not necessary to notify OSBA of this change.
11. The Business Meeting Briefing will be held on Monday, Nov. 12, at 8 a.m. in rooms A120-122. The briefing will provide an overview of the issues being presented at the Annual Business Meeting, along with an orientation session for first time delegates.
12. The Annual Business Meeting will be held on Monday, Nov. 12 at 2:30 p.m. in the Union Station Ballroom at the Greater Columbus Convention Center.

In early October, all board members, superintendents and treasurers will receive a packet identified as **Official Business**. It will contain proposed amendments to the platform, constitutional changes and other pertinent information to come before the Delegate Assembly. It will contain the same essential information that will be mailed to delegates prior to the conference. Your board should plan to discuss this business at its October meeting.

If you have any questions about the registration process, the selection of your delegate or the agenda of the Annual Business Meeting, please don't hesitate to call the OSBA offices at (800) 589-6722. We look forward to working with you in November to set the legislative platform of the association for 2019.

RL:rg

Enclosures

**Cleveland State University
School Psychology Program**

MEMORANDUM OF AGREEMENT FOR INTERNSHIP

The School Psychology Program of Cleveland State University hereby enters into an agreement with Strongsville City School District (local education unit), setting forth the conditions of the internship and the responsibilities of the parties to this agreement.

Intern Responsibilities

- 1) The intern has completed all program coursework.
- 2) The intern possesses and is familiar with the content of the Cleveland State University School Psychology Program Handbook, and has reviewed and signed the Internship Plan and Evaluation Protocol.
- 3) The intern will provide the District with current BCI and FBI clearance reports at least 2 weeks prior to the start of the internship training experience in the district.
- 4) Under the direction of the internship supervisor, the intern will develop a general plan for the completion of activities outlined in the Internship Plan and Evaluation Protocol during the first week of employment. The intern accepts responsibility to initiate and document internship-related activities and experiences.
- 5) The intern is responsible for notifying the university supervisor of any concerns regarding the internship that cannot be resolved in the placement setting.
- 6) The intern maintains a daily log of activities and a record of the number of hours of supervision per week. The supervision hours must average 2 hours per week.
- 7) The intern appropriately completes portfolio requirements and submits the portfolio to the university supervisor before the conclusion of internship. (Note: specific requirements for the content of the portfolio are described in the School Psychology Program Handbook.)
- 8) The intern registers for and attends required professional development programs, including the Fall and Spring Conferences of the Ohio School Psychologists Association, and other programs, as specified by the university and local education unit. The intern holds current membership in the Ohio School Psychologists Association and the National Association of School Psychologists.
- 9) The intern works with the psychological services staff, school personnel, students and families in activities that are consistent with school and district policies and with internship requirements. The intern completes assigned duties and furnishes required documentation to the local education unit. The intern attends meetings and other programs required by the local education unit.
- 10) The intern attends required on-campus seminars conducted by university faculty.

Supervisor Responsibilities

1. The supervisor must be an appropriately credentialed school psychologist in the state in which the training experience is offered, and **must be approved as a supervisor by a university that holds membership in the Ohio InterUniversity Council for School Psychology.**
2. The supervisor must have two years' full-time experience as a school psychologist, with one of those years in the school setting in which the supervision will occur.
3. **When the intern reports to more than one supervisor (e.g., in several different buildings served by the intern), one supervisor is designated as the lead supervisor with authority over the intern's activities.** The lead supervisor is responsible to coordinate the activities and responsibilities of the intern, to communicate with secondary supervisors to ensure that the intern is receiving appropriate experiences, and to make determinations regarding the schedule of the intern's activities.
4. The supervisor possesses and is familiar with the content of the Cleveland State University Handbook for Field Facilitators. The supervisor keeps a copy of the Internship Plan and Evaluation Protocol, and monitors the intern's activities to ensure timely completion of prescribed activities.
5. The supervisor meets, on average, at two hours during the week with the intern during the school day to review and discuss internship-related activities.
6. The supervisor has the responsibility of expeditiously notifying the university supervisor of any concerns about the intern's performance that cannot be resolved in the placement setting.
7. The supervisor participates in and contributes to periodic written evaluations of the intern's performance, in collaboration with the university internship supervisor.
8. **The supervisors engages in appropriate professional development activities to ensure a "best practice" orientation to the provision of School Psychological services. The supervisor is committed to the planning and delivery of evidence-based interventions.** The supervisor holds membership in at least one state or national professional association related to School Psychology.

Local Education Unit/School District Responsibilities

1. The school district provides adequate, well-lighted office space that ensures confidentiality for consultation and assessment activities conducted by the intern. The district also will provide a lockable cabinet or other secure place for keeping confidential information, as well as all necessary assessment and intervention materials, including test scoring and report preparation resources, comparable to those provided for certified/licensed school psychologists in the district.
2. The fiscal agent (for Cuyahoga County, the Northeast Ohio Educational Service Center) enters into an agreement with the intern that provides salary and benefits consistent with policies established by the local Board of Education.

3. The school district allows for intern and supervisor attendance at required state and/or university seminars and meetings, including the Fall and Spring Conferences of the Ohio School Psychologists Association.
4. **The school district assures that the training experience afforded the intern has training as the primary focus, and that supervisors are given released time to ensure the quality of the internship experience. The school district allows ample time for the intern to develop prescribed competencies in a developmentally appropriate sequence.**

University Responsibilities

1. The University provides the intern, the supervisor, and the local education unit/school district (as appropriate) with copies of the Cleveland State University School Psychology Program Handbook, the CSU Handbook for Field Facilitators, and the Internship Plan and Evaluation Protocol, as appropriate for each party.
2. The University faculty supervisor makes periodic site visits to the intern and supervisor during the academic year. Visits will be scheduled on a routine basis with additional visits conducted upon request of the intern or supervisor.
3. The University faculty supervisor assists the intern and the supervisor in problem solving when the intern or the field supervisor reports an unresolved issue, using the written procedure described in the above-referenced CSU handbooks.
4. The University faculty supervisor assigns grades for internship-related coursework, including the supervised experience.
5. University faculty conduct on-campus intern seminars.

It is understood and agreed that the parties to this arrangement may revise or modify this agreement or the written plan for the internship through mutual agreement, as reflected in a written memorandum signed by each party.

This agreement shall be effective when executed by all parties.

By: _____
School Psychology Program Director

Date: _____

By: _____
Local Education Unit/School District Supervisor

Date: _____