

RECORD OF PROCEEDINGS 008
Minutes of MADEIRA BOARD OF EDUCATION

Regular Meeting
Held February 22, 2022

The Regular meeting of the Madeira Board of Education was held on Tuesday, February 22, 2022 at 7pm respectively in accordance with written notices sent to each member. The meeting was called to order by Ryan Lex.

Present: Paula Andruss, David Eberly, Ryan Lex

Not Present: Steve Bernicke, Richard Palmer

Also present at the meeting were Kenji Matsudo, Emily Hauser, Eric Peters, Cara Kuester, Kasey O'Reilly, Christy Barton, Charlie Ritchie, Denise McClenathan, Elizabeth Schroeder and Anna Karol.

AGENDA (33-22) – Mrs. Andruss moved, seconded by Mr. Eberly to approve the agenda with changes for the February 22, 2022 meeting of the Board of Education.

Vote: Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Lex, aye.

HEARING OF THE PUBLIC – There was no hearing of the public at this time.

PLANNING COMMISSION REPORTS

A. You are Enough Study: Developing a Healthy Perception of Self in our School Community

Eric Peters and Cara Kuester reported on the findings of the You are Enough planning commission study. The study was broken down into six parts: 1. Self-Worth, 2. Promoting Mental Healthy and Healthy Sense of Self for students, parents and staff, 3. Overcoming comparison, 4. School and Community: Partners in Social/Emotional Learning, 5. Coping Skills and SEL Framework in Practice, 6. Recommendations.

The final recommendation provided by the planning commission study are as follows:

- Develop a district-wide vision.
- Consider partnering with a group like Casel to help Madeira develop a good framework of how to align standards from Preschool to 12th grade.
- Create a plan to introduce new programs systematically and purposefully.
- Form a wellness committee of teachers, parents, students and administrators to help streamline a districtwide plan.
 - Create consistency for the whole district.
 - Streamline this process by understanding what the schools are already doing, and ensuring that all students have access to some form of SEL instruction.
 - Determine the best methods and approaches for teaching these standards
 - Programs (ex. Responsive Classroom, Teen Connection Project)
 - Motivational Speakers
 - Team Building Activities
 - Staff Training
 - Wellness Classes
 - Develop a rubric to ensure that all areas and standards are being introduced.
- Host Community conversations between students, parents and staff to talk about the social emotional piece and how we as a community best support kids, families and staff at home and at school. Through these conversations conduct an informal needs assessment of how the school can best support the social emotional standards.
- Vertically align a Tier 1 program for kids from preschool through high school.

B. High School Science Lab Renovation Study

Charlie Ritchie, Kasey O'Reilly and Christy Barton reported on the findings of the High School Science Lab Renovation planning commission study. The study was broken down into ten parts: 1. Topic/Questions from BOE, 2. Key Findings, 3. Process Followed, 4. Current Lab Space Uses, 5. Data Collected, Future Trends, 7. Recommendations, 8. Lessons Learned (do's and don'ts), 9. Square Footage Comparisons with Peer Schools, 10. Appendices (notes, photos, etc).

RECORD OF PROCEEDINGS 009

Minutes of MADEIRA BOARD OF EDUCATION

**Regular Meeting
Held February 22, 2022**

The Team’s recommendations are broken into Phase 1 (most important items which can be addressed without significant disruption / expense) and Phase 2 (those which are less urgent and should be incorporated into future plans which enable holistic changes (e.g., moving exterior walls). Fortunately, there are no highly urgent issues uncovered by the Team which fall into Phase 2. Phase 1 is further broken into “needs” vs. “wants”.

Phase 1 – Most urgent/important and less expensive/disruptive

Needs:

Electrical	Improve electrical outlet quantity, flexibility and capacity for each classroom
Water	Increase sources (# sinks) Increase sinks / tubs for clean up Investigate brown water in rooms 201 and 204
Furniture	Adjustable desk and chairs for ADA concerns Updated black out shades for “light” experiments
Storage Solutions	Taller cabinets and drawers designed to fit lab equipment
Hallway/Closet Storage	Dedicated large hallway closet spaces for storage Maximum storage efficiency via shelving / storage systems Closet spaces should have suitable counter space, etc. for prep
End the Bunker Mentality	Move Physical Sciences (213) to a different location with capabilities in-line with the other improved rooms. Keep close to other science rooms.
Walls/Structure	Chemistry wing Retractable wall – block this in to reduce noise Hang stuff from ceiling for Physics to enable demonstrations and labs Lighting truss recommended above drop ceiling

Wants:

Electrical	Explore tower solution Microwave for biology and environment science prep rooms
Water	Dishwasher, Refrigerator/freezer (currently have 1 of each, need 2) Garbage Disposal for each area
Furniture	Movable furniture for lab and teaching spaces (e.g., demo cart) Furniture which enables collaboration (desks, other) Demonstration station (movable), and / or put camera on demo and let students observe via chromebook/laptop.

Phase 2 - Long term – harder to do, more expensive but highly impactful

- Increase square footage SF/student in keeping with benchmarked school systems (NSTA recommendations)
- Combine teaching areas vs. having them separated down the hall
- Collaborative spaces (“lounge” space in center, breakout spaces)
- Huddle Rooms / Make-up spaces – small rooms with transparent walls so students can collaborate or make up a lab separate from other students with supervision.
- Access to outside
- Space for grow lights / greenhouse

The study also concluded that the district could benefit from a professional feasibility study to begin to associate science classroom needs with budget numbers for improvements to facilities and a wider master plan.

The full planning commission reports are available on the district website.

RECORD OF PROCEEDINGS 010
Minutes of MADEIRA BOARD OF EDUCATION

Regular Meeting
Held February 22, 2022

CONSENT CALENDAR (34-22) – Mr. Eberly moved, seconded by Mrs. Andruss to approve the consent calendar.

A. Minutes

1. January 10, 2022

B. Resignation – Certified

1. **Elizabeth Freeman** – Preschool Teacher

C. Resignation – Classified

1. **Meghan Riley** – Preschool Aide

D. Employment – Certified, *dependent upon valid license and background checks.*

1. **Natalie Stretcher** – Preschool Teacher
2. **Elizabeth Freeman** – Preschool Intervention Specialist

E. Supplemental Contract for the 2021-2022 School Year unless otherwise specified

Supplement contract finalization will be dependent upon person/s obtaining background checks and active Professional License or Educational Aide Permit issued by the State Board of Education per 3319.303, signing contract and personnel file paperwork completion.

Funded with Non-General Funds - Certified

Name	Assignment	Amount
Amy Hugentobler	Cooperating Teacher for Mount St. Joseph Student	\$129.93
Lori Adams	MHS Theatre – Orchestra Director	\$1,200.00
Rick Rockwell	Mighty Mustang Camp Director	\$1,300.00
Peter Hopewell	Mighty Mustang Camp Supervisor	\$1,000.00
Taylor Brannon	Mighty Mustang Camp Supervisor	\$800.00

Funded with General Funds - Certified

Name	Assignment	Amount
Kelly Wing	Home Instruction (up to 25 hours)	\$35/Hour
Mike Shafer	Athletic Event Staff	Amounts determined based on position assigned and approve by the athletic director
Mari Wilkerson	MHS Theatre - Vocal Director	\$1,000.00
McKenna Flores	MHS Theatre – Choreographer	\$900.00
Michelle Whitmore	After School Extracurricular Special Education Support (up to 55 hours)	\$35/Hour
Mari Wilkerson	MMS Theatre – Assistant Director	\$789.00
Josh Dooley	MHS – Track Coach	\$3,325.00
Nancy Cedillo	MMS – Track Coach	\$2,200.00
Taylor Brannon	MHS – Head Boys Tennis Coach	\$2,800.00

RECORD OF PROCEEDINGS 011
Minutes of MADEIRA BOARD OF EDUCATION

Regular Meeting
Held February 22, 2022

Funded with General Funds - Classified

Name	Assignment	Amount
Kimberly Grise-Smith	MHS Theatre – Producer	\$600.00

Funded with Non-General Funds - Classified

Name	Assignment	Amount
Connor Higgins	MHS Theatre – Assistant Director	\$500.00
Ann Ramos	MHS Theatre – Producer	\$600.00
Aaron Harding	Mighty Mustang Camp Supervisor	\$1000.00

F. Treasurers Report

1. General Fund Financial Report for January, 2022 and **warrant payments for all funds** in the amount of \$602,222.

	Jan 1- Jan 31	FY22 FYTD	FY21 FYTD
Revenues	2,371,880	13,352,144	11,352,827
Expenditures	1,716,044	12,870,248	12,253,412
Ending Cash	13,743,594	13,743,594	11,062,135

2. Donations

Donor	Item/Recipient	Amount
Lifetouch	MES – Principal’s Fund	\$3,060.45
John & Kim Heath	MHS – Boys Lacrosse	\$624.00
Chipotle Mexican Grill	MHS – Entrepreneurship Class	\$199.75
Madeira Athletic Boosters	MHS – Monthly Donation	\$3,000.00
Madeira Athletic Boosters	MHS – Wrestling Mats	\$9,000.00
Madeira Athletic Boosters	MHS – Boys Soccer	\$1,000.00
Madeira Athletic Boosters	MHS – Boys Golf	\$350.00
Sapiens Americas Corporation	Districtwide	Office Furniture & Supplies

Vote: Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Lex, aye.

LIMITED CONTRACTS FOR NON-TEACHING PUPIL ACTIVITY DUTIES (35-22) – Mrs. Andruss moved, seconded by Mr. Eberly that the Board resolve that a vacancy exists in the positions listed below, that the position was offered to current district or out of district licensed employees and no such qualified person applied for or accepted the position. The following non-licensed person/s applied for and is/are qualified for the position. ***Coach employment and contract finalization will be dependent upon person/s obtaining background checks, completing OHSAA requirements, valid pupil activity program permit issued by the State Board of Education per 3319.303, signing contract and personnel file paperwork completion.***

RECORD OF PROCEEDINGS 012
Minutes of MADEIRA BOARD OF EDUCATION

Regular Meeting
Held February 22, 2022

Name	Assignment	Amount
Carlos Rios	MHS – Track Coach	\$1,500.00
Kelly Torggler	MHS/MMS – Track Coach	\$2,000.00
Spenser Cox	MMS – Track Coach	\$1,500.00
Luke Mastrusario	MHS/MMS – Track Coach	\$1,500.00
Mason Elam	MHS – Baseball Coach	\$2,000.00
Brad Kanter	MHS – Baseball Coach	\$1,500.00
Charles Smith	MHS – Head Softball Coach	\$4,100.00
Nate Mercer	MHS – Softball Coach	\$1,500.00
Dallas Mount	MHS – Softball Coach	\$1,000.00
Amy Calloway	MHS – Softball Coach	\$200.00
Kyle Joyce	MHS – Head Boys Lacrosse Coach	\$3,900.00
Andrew Stricker	MHS – Boys Lacrosse Coach	\$1,300.00
Nathan Mitchell	MHS – Boys Lacrosse Coach	\$1,300.00
Scott Kemmeter	MHS – Head Girls Lacrosse Coach	\$3,900.00
Lily Tatman	MHS - Girls Lacrosse Coach	\$2,300.00
Mark Honschopp	MHS – Boys Tennis Coach	\$1,650.00
Ron Bashara	MMS – Boys Tennis Coach	\$1,000.00

Vote: Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Lex, aye.

FINANCE

A. Amended Appropriation Resolution for fiscal year 2021-2022 (36-22) – Mr. Eberly moved, seconded by Mrs. Andruss that the Board amend the 2021-2022 Certificate of Resources and make necessary adjustments in appropriation to be in Compliance with Ohio Revised Code 5705.35/5705.36.

RECORD OF PROCEEDINGS 013
Minutes of MADEIRA BOARD OF EDUCATION

*Regular Meeting
Held February 22, 2022*

001	General Fund	22,765,607.00
002	Bond Retirement	2,300,000.00
003	Permanent Improvement	1,430,234.55
004	Building	7,500,000.00
007	Special Trusts	500.00
009	Uniform Supply Fee's	120,000.00
012	Adult Education	220.00
014	Rotary Funds	115,000.00
018	Public School Support/Unrestricted	72,000.00
019	Other Local Grants/Restricted	24,000.00
020	Tuition Programs-Preschool/OKEP	760,000.00
022	OHSAA tournament fund	10,100.00
029	Education Foundation Fund	40,000.00
200	Student Activities	160,000.00
300	Athletic Activities	250,000.00
401	Auxiliary Services	295,906.87
451	School Net Connectivity	5,400.00
467	Student Wellness and Success Funds	35,151.52
499	School Psych Intern / Safety Grant	9,500.00
507	ESSER	1,283,896.47
510	Coronavirus Relief Fund	0.00
516	Special Education IDEA B	483,027.67
524	Career Education - Federal	0.00
572	Title 1	81,186.21
584	Title IVA Student Support/Acad.	12,250.60
587	Preschool Handicapped	10,588.39
590	Title IIA Improvement Services	29,961.68
599	Title IVA & FEMA	6,207.00
		\$37,800,737.96

Vote: Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Lex, aye.

PERSONNEL

A. Resignation for Purpose of Retirement (37-22) – Mrs. Andruss moved, seconded by Mr. Eberly that the Board accept with great appreciation the resignation for purpose of retirement of **Melissa Broome** effective September 13, 2022.

Vote: Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Lex, aye.

SUPERINTENDENT COMMITTEE REPORTS

- Finance – The Finance Committee met this month on February 15, 2022. The Madeira Schools Foundation, UBS and finance committee devised a plan to incrementally increase the Made in Madeira Scholarship amount over the years. This year’s seniors will receive \$300. The money received from MSF for scholarships is only generated from the interest on the investment.

The bond proceeds received from the successful November, 2021 election will be invested in Fifth Third Securities mostly in US Treasuries. This is a new account and will only be used for bond proceeds throughout the project and will easily be accounted for separately than other district investments. Interest made on the investment will be used on the MES addition/renovation project. Mrs. Hauser also provided an update on ongoing treasurer office improvements that will continue to provide safeguards against any fraudulent activity. An update was also provided on the progress of the annual salary study, district property insurance renewal, summer permanent improvement projects, COVID federal relief funds, and staffing.

RECORD OF PROCEEDINGS 014
Minutes of MADEIRA BOARD OF EDUCATION

Regular Meeting
Held February 22, 2022

- Buildings and Grounds – Bids for adding HVAC to the High School Gymnasiums came in on Friday. Due to a number of reasons, most specifically supply chain issues, the bids came in higher than expected and the lead time was longer than expected. This would not allow us to get the HVAC improvements completed over the summer as necessary. We are pausing on this and will go out to bid at another time. The intent is still to utilize ESSER funds on the HVAC improvements. The City of Madeira Planning Commission is meeting to look at the plans for the MES addition. MSA architects will come to the March BOE meeting to give an update on the progress of the project. MSA is currently doing staff focus groups and parent focus groups are upcoming.
- Community Relations
- Policy

BOARD COMMITTEE/LIASION REPORTS

- Planning Commission – The March planning commission study presentation will be the annual salary study.
- Great Oaks – Great Oaks has received a petition for a union.
- Legislation
- Student Achievement Liaison – Members of our swim team are going to state. The boys' basketball team and wrestling are still competing in the tournaments.

EXECUTIVE SESSION (38-22) – Mr. Eberly moved, seconded by Mrs. Andruss that the Board adjourn to Executive Session to consider employment of public employees and matters to be kept confidential by federal or state law or rules.

Vote: Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Lex, aye.

ADJOURNMENT (39-22) – Mrs. Andruss moved, seconded by Mr. Eberly that the February 20, 2022 regular meeting of the Madeira Board of Education be adjourned.

Vote: Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Lex, aye.

Board President

Treasurer