

**Winton Woods Board Of Education  
Minutes  
Regular Meeting – January 28, 2019**

The Winton Woods Board of Education met in Regular Session on Monday, January 28, 2019 in the Media Center of Winton Woods High School, 1231 W. Kemper Road, Cincinnati, Ohio. President Johnson called the meeting to order at 6:30 p.m.

**ROLL CALL AND PLEDGE OF ALLEGIANCE**

On the roll call the following members were present: Mr. Jeff Berte, Dr. John Cuppoletti, Mrs. Paula Kuhn, Mrs. Katrina Rugless, Dr. Viola Johnson. Also present were: Mr. Anthony Smith, Superintendent and Mr. Randy Seymour, Treasurer.

**DISTRICT HONORS, RECOGNITIONS, SPECIAL PRESENTATIONS**

**Kiwanis Character is Key Award - Caring**

Winton Woods Intermediate School - Demarco Stallworth

**Kiwanis Student of the Month Award**

Winton Woods High School - Janny Castro Gutierrez

**Skyline Student Athlete of the Month Award**

Winton Woods High School - Riley Lauchard

**Skyline Teacher of the Month Award**

Winton Woods Intermediate School - Ms. Lori Wilson

**Special Recognition**

Winton Woods Primary South School - Ms. Danielle Wallace, Principal  
Highlighted in the winter 2019 issue of the "Principal Navigator Magazine".

**Community Spirit Award**

Forest Park Frisch's Big Boy Restaurant (This award is presented to an organization or individual to recognize their significant contribution(s) to the Winton Woods City School District over a period of many years.)

**Gifts**

Northrop Grumman donated \$1,000 to purchase virtual reality goggles for Winton Woods High School student projects.

The Marge and Charles J. Schott Foundation contributed \$10,000 for the district-wide annual "A Night of Freedom" project exhibition. This event will take place on March 7, 2019 at the National Underground Railroad Freedom Center.

**Winton Woods Board Of Education  
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**DISTRICT HONORS, RECOGNITIONS, SPECIAL PRESENTATIONS – (Cont.)**

**January is School Board Recognition Month**

The students, staff, and communities of the Winton Woods City Schools join the Ohio School Boards Association (OSBA) to honor the exemplary leadership, service, and endless hours of dedication given by our elected Board members on behalf of our school district and its communities. Thanks to our Board members - President Dr. Viola Johnson; Vice President Mrs. Katrina Rugless; and Board members Mr. Jeff Berte, Dr. John Cuppoletti, and Mrs. Paula Kuhn. Winton Woods High School Student Council President, Lillian Smith, presented certificates of appreciation on behalf of the OSBA to the Winton Woods Board members.

**COMMENTS TO THE BOARD OF EDUCATION FROM THE ASSOCIATIONS**

WWTA REPRESENTATIVE – absent

OAPSE REPRESENTATIVE – present

**APPROVAL OF MINUTES**

Regular Meeting – December 17, 2018

Special Meeting – January 4, 2019

Special Meeting – January 8, 2019

Organizational Meeting – January 14, 2019

**TREASURER'S REPORT**

The Financial Statements for the month of December, 2018 were approved and filed for audit.

**TREASURER'S RECOMMENDATIONS**

**Investments – December, 2018**

**01-17-19** On a motion by Mr. Berte, seconded by Mrs. Rugless to approve the Investment report for December, 2018.

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Aye;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.

**Winton Woods Board Of Education**  
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**TREASURER’S RECOMMENDATIONS – (Cont.)**

**Appropriations Amendment – School Safety Training Grant**

**01-18-19** On a motion by Mrs. Kuhn, seconded by Mrs. Rugless to approve the appropriations for the School Safety Training Grant, (Fund 499-9019), in the amount of \$20,521.00.

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Aye;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.

**REPORTS OF THE SUPERINTENDENT**

- (a) School Reports
- (b) Technical Changes to Board Policies
- (c) First Read – Board Policies
  - Revised Policy po0168 - Bylaws - Minutes
  - Revised Policy po0169.1 - Bylaws - Public Participation at Board Meetings
  - Revised Policy po1240.01 - Administration - Non-Reemployment of the Superintendent
  - Revised Policy po1541 - Administration - Termination and Resignation
  - Revised Policy po1662 - Administration - Anti-Harassment
- (d) Facilities Update – Mr. Steve Denny, Executive Director of Business Affairs

**SUPERINTENDENT’S RECOMMENDATIONS**

**Guaranteed Maximum Price (GMP) Amendment for New Schools**

**01-19-19** On a motion by Mrs. Rugless, seconded by Mrs. Kuhn to approve the the Guaranteed Maximum Price (GMP) Amendment for the K-6 building and 7-12 building for geopier construction.

After a discussion by the Board on the proposed GMP amendment, Dr. Cuppoletti moved to table the motion, seconded by Mrs. Kuhn. It was the consensus of the Board to gather additional information before approving the K-6 building.

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Nay;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.

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**SUPERINTENDENT’S RECOMMENDATIONS – (Cont.)**

**Guaranteed Maximum Price (GMP) Amendment for New 7-12 Building**

**01-20-19** On a motion by Mrs. Kuhn, seconded by Mr. Berte to approve the the Guaranteed Maximum Price (GMP) Amendment for the 7-12 building for geopier construction. (Attached)

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Aye;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.

**Duke Energy Easements for New School Buildings**

**01-21-19** On a motion by Mr. Berte, seconded by Mrs. Kuhn to approve the the Duke energy easements for the construction of the new buildings. (Attached)

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Aye;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.

**Job Description – Registrar**

**01-22-19** On a motion by Mrs. Kuhn, seconded by Mrs. Rugless to approve the revised job description for Registrar as presented. (Attached)

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Aye;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.



**Winton Woods Board Of Education**  
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**SUPERINTENDENT’S RECOMMENDATIONS – (Cont.)**

**Personnel Schedules**

**01-23-19** On a motion by Mrs. Rugless, seconded by Mr. Berte to approve the personnel schedules as presented.

**Schedule A – Resignations**

Michael O’Brien, Custodian , CB, effective 01/04/19, retirement

**Schedule B – Personnel Employment – Certificated Staff**

New Hires:

Ebony Watts, Teacher, WWHS, \$69,666, effective 01/02/2019 through 05/24/19

**Schedule C – Personnel Employment – Staff Support**

New Hires:

James Himmelhaver, Sub. Bus Driver, \$15.90/hr, effective 01/09/19

Quamberly Littles, Class C Secretary, WWHS, \$20.48/hr, effective 01/21/19

James Millen, Special Ed. Assistant, WWIS, \$17.25/hr, effective 01/07/19

Change in Classification:

Kimberly Walker, Class C Secretary, Transportation, \$20.48/hr, effective 11/01/18

**Schedule D – Personnel Employment – Certificated and Non-Certificated –  
Supplemental 2018-2019 Contract Year**

WWHS:

Crystal Alston, Freshman Cheerleading Coach, \$2,054

Majic Gabbard, Sophomore Class Sponsor, \$450

Corey Tucker, Boys’ Varsity Basketball – Asst. Coach, \$6,573

WWPN:

Jackie Buck, Yearbook, \$300

Sharon Green, Green Team Coordinator, \$200

Deborah Grueninger, RTI Coordinator, \$800

Emily Jordan, Early Arrival Duty, \$150

Emily Jordan, Before School Choir Director, \$800

Kelly Kennedy, Early Arrival Duty, \$150

Katie Labmeier, Early Arrival Duty, \$150

Student Teacher Mentor:

Denise Lewis-Davenport, \$100

Canceria Sanders-James, \$600

Heather Wunder, \$100

Peng Sun, \$300

NewTech Certified Teacher:

Kristin Miller, \$1,500

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**SUPERINTENDENT'S RECOMMENDATIONS – (Cont.)**

**Personnel Schedules – (Cont.)**

**Schedule E – Leaves**

Linda Allen, Food Service, WWIS, effective 01/03/19 to 01/15/19, F.M.L.A.  
Maylene Alloway, Teacher, WWES, 12/20/18 to 02/04/19, F.M.L.A.  
Gregory Franklin, Lunch Monitor, WWMS, 12/05/18 – 01/04/19, Paid Admin. Leave  
Gregory Franklin, Lunch Monitor, WWMS, 01/07/19 – 04/04/19, F.M.L.A.  
John Knox, Special Ed. Asst., WWMS, 01/11/19, Paid Admin. Leave  
Kimberly Tenai, Tutor, WWHS, 01/01/19 – 05/01/19, F.M.L.A.  
Kimberly Walker, Clerical, Transportation, Intermittent 01/09/19 – 01/08/20, F.M.L.A.  
Sandra Wooten, Special Ed. Asst., Transprotation, 12/11/18 – 12/27/18, F.M.L.A.

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Aye;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.

**New High School Courses: Honors Spanish 2 and Honors Spanish 3**

**01-24-19** On a motion by Mrs. Kuhn,, seconded by Dr. Cuppoletti to approve the new high school courses; Honors Spanish 2 and Honors Spanish 3 as presented. (Attached)

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Aye;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.

**Revised 2019-2020 District Calendar**

**01-25-19** On a motion by Mrs. Rugless, seconded by Mr. Berte to approve the revised 2019-2020 District Calender as presented. (Attached)

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Aye;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.

**2020-2021 District Calendar**

**01-26-19** On a motion by Mrs. Kuhn, seconded by Mr. Berte to approve the 2020-2021 District Calender as presented. (Attached)

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Aye;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.

**Winton Woods Board Of Education  
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**SUPERINTENDENT’S RECOMMENDATIONS – (Cont.)**

**Second Read – Revised Board Policies**

**01-27-19** On a motion by Mr. Berte, seconded by Mrs. Rugless to approve the Revised Board Policies as follows: (Available from the Office of the Superintendent)

Revised Policy po0131 - Bylaws - Legislative  
Revised Policy po0141.2 - Bylaws - Conflict of Interest  
Revised Policy po0164 - Bylaws - Notice of Meetings  
Revised Policy po0165.1 - Bylaws - Regular Meetings  
Revised Policy po0165.2 - Bylaws - Special Meetings  
Revised Policy po0165.3 - Bylaws - Recess\_Adjournment  
Revised Policy po0166 - Bylaws - Executive Session  
Revised Policy po1422 - Administration - Nondiscrimination and Equal Employment Opportunity  
Revised Policy po2260 - Program - Nondiscrimination and Access to Equal Educational Opportunity  
Revised Policy po3122 - Professional Staff - Nondiscrimination and Equal Employment Opportunity  
Revised Policy po4122 - Classified Staff - Nondiscrimination and Equal Employment Opportunity

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Aye;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.

**BOARD OF EDUCATION REPORT**

- Legislative Report
- Great Oaks Report

**BOARD MOTIONS/RECOMMENDATIONS**

**COMMENTS FROM MEMBERS OF THE BOARD OF EDUCATION AND SUPERINTENDENT**

**Winton Woods Board Of Education**  
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**Regular Meeting – January 28, 2019**

**EXECUTIVE SESSION**

**01-28-19** On a motion by Mrs. Rugless, seconded by Mr. Berte to move into Executive Session at 8:35 p.m. for the purpose to discuss the Superintendent and Treasurer employment contracts.

Vote: Mr. Berte, Aye; Dr. Cuppoletti, Aye; Mrs. Kuhn, Aye; Mrs. Rugless, Aye;  
Dr. Johnson, Aye.

President Johnson declared the motion carried.

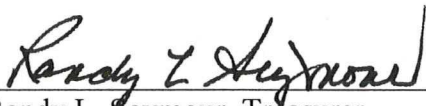
At 9:28 p.m. President Johnson declared the Executive Session concluded for the purpose to discuss the Superintendent and Treasurer employment contracts. On the roll call the following members were present: Mr. Jeff Berte, Dr. John Cuppoletti, Mrs. Paula Kuhn, Mrs. Katrina Rugless, Dr. Viola Johnson.

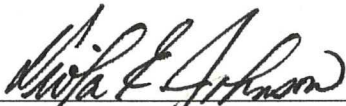
**ADJOURNMENT**

There being no further business, President Johnson declared the meeting adjourned at 9:29 p.m.

**ATTEST:**

**APPROVED:**

  
\_\_\_\_\_  
Randy L. Seymour, Treasurer

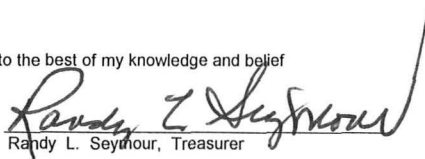
  
\_\_\_\_\_  
Viola E. Johnson, President



WINTON WOODS CITY SCHOOLS  
Bank Reconciliation Statement  
Dec 2018 (Year to Date)

Fund Balance			Book Balance		Bank Balance	
001	General Fund	\$18,966,729.91	Beginning Balance	\$88,617,419.46	Fifth Third Bank	\$586,970.41
002	Bond Retirement	1,843,221.93			Petty Cash	500.00
003	Permanent Improvement	287,344.43	Plus: Receipts	33,033,108.71	Food Service-Drawer	850.00
004	Building	9,965,124.00	Less: Expenditures	(31,360,026.54)	Athletic-Gate	2,000.00
006	Lunchroom	581,663.86				
007	Special Trust	91,742.81				
010	Classroom Facilities	57,600,454.38				
018	Public School Support	35,892.81	Ending Balance	90,290,501.63	Total	590,320.41
019	Local Grants	91,836.46				
022	District Agency	0.00				
034	Classroom Facilities Maintenance	485,958.37	Outstanding Warrants:			
200	Activity Fund	41,212.72				
300	Athletic Fund	91,796.00	Fifth Third Bank	116,917.51	Investments:	
401-9018	Auxillary Services - JPII	177,397.48			Star Ohio	5,057,997.53
439-9019	Early Childhood Education	1,055.97			Star Ohio - Building Local	2,825,227.61
451-9019	Connectivity	5,400.00			Star Ohio - Building State	8,921,239.35
461-9019	HSTW	0.00			Meeder Investments	15,622,075.39
499-9019	School Safety Grant	20,520.80			Meeder Invest (Building)	59,019,694.85
516-9019	IDEA-B FY19	1,313.67				91,446,234.73
536-9019	School Improvement	0.00				
551-9019	Title III LEP FY19	1,380.37				
551-9219	Title III Immigrant FY19	(374.11)	Total	116,917.51		
572-9019	Title I FY19	(521.59)				
587-9019	ESCE IDEA-B FY19	272.94				
590-9019	Title II-A	1,078.42				
599-9019	Title IV-A	0.00				
599-9218	Striving Readers	0.00	Book Adjustments		Bank Adjustments	
					EZPay Account	
					Food Service	120.00
					General Acct	280.00
					EZPay In-Transit	400.00
			Deposit adjustments			
					OFCC deposited in 12-28 in error to be pulled back in January, 2019	(1,629,536.00)
			Total	0.00	Total	(1,629,136.00)
Total Fund Balance	90,290,501.63	Book Balance	90,290,501.63	Bank Balance	590,320.41	
Plus: outstanding warrants	116,917.51	Plus: outstanding warrants	116,917.51	Plus: investments	91,446,234.73	
	0.00	Plus: book adjustments	0.00	Plus: bank adjustments	(1,629,136.00)	
Adjusted Fund Balance	\$90,407,419.14	Adjusted Book Balance	\$90,407,419.14	Adjusted Bank Balance	\$90,407,419.14	

I hereby certify the foregoing to be correct to the best of my knowledge and belief

  
Randy L. Seymour, Treasurer

6.011

# WINTON WOODS CITY SCHOOLS

## General Fund Receipts

December 31, 2018

	<u>Estimated Revenue</u>	<u>% of Revenue</u>	<u>Revenue MTD</u>	<u>Revenue FYTD</u>	<u>Percentage Received</u>
<b>Local:</b>					
Real Estate Taxes	\$22,200,000	44.60%	\$0	10,348,072	46.61%
Personal Property	0	0.00%	0	0	0.00%
Tuition (1)	2,675,000	5.37%	116,576	871,973	32.60%
Interest	300,000	0.60%	12,785	219,954	73.32%
Student Fees	22,500	0.05%	153	3,348	14.88%
Rental Fees	200,000	0.40%	29,655	98,802	49.40%
Other (2)	845,000	1.70%	2,050	734,969	86.98%
<b>Total Local Revenue</b>	<u>26,242,500</u>	<u>52.72%</u>	<u>161,219</u>	<u>12,277,118</u>	<u>46.78%</u>
<b>State:</b>					
Foundation Fund	19,030,000	38.23%	1,730,020	9,750,264	51.24%
Homestead & Rollback	2,800,000	5.62%	0	1,404,830	50.17%
Other (3)	1,220,000	2.45%	68,633	580,836	47.61%
<b>Total State Revenue</b>	<u>23,050,000</u>	<u>46.31%</u>	<u>1,798,653</u>	<u>11,735,929</u>	<u>50.92%</u>
<b>Federal:</b>					
Other (4)	486,000	0.98%	0	563,123	115.87%
<b>Total Federal Revenue</b>	<u>486,000</u>	<u>0.98%</u>	<u>0</u>	<u>563,123</u>	<u>115.87%</u>
<b>GRAND TOTAL</b>	<u>\$49,778,500</u>	<u>100.00%</u>	<u>\$1,959,872</u>	<u>24,576,171</u>	<u>49.37%</u>

(1) Includes summer school, special education, regular classes, and open enrollment

(2) Includes all other receipts not otherwise classified

(3) Includes catastrophic and tangible reimbursement

(4) Includes Medicaid and e-rate reimbursement

**WINTON WOODS CITY SCHOOLS**  
**General Fund Expenditures by Object**  
**December 31, 2018**

	<u>Appropriation</u> <u>+ Carry Over</u>	<u>% Total</u> <u>Appr.</u>	<u>Expended</u> <u>MTD</u>	<u>Expended</u> <u>FYTD</u>	<u>Encumbered</u> <u>FYTD</u>	<u>Balance</u>	<u>% Spent</u>
Personal Services (100)	\$28,785,000	51.41%	\$2,361,332	\$13,756,182	\$0	\$15,028,818	47.79%
Fringe Benefits (200)	10,582,727	18.90%	773,078	4,621,689	302,629	5,658,408	46.53%
Purchased Services (400)	13,267,304	23.70%	1,007,186	4,968,060	3,806,049	4,493,195	66.13%
Materials & Supplies (500)	1,838,171	3.28%	55,573	1,099,202	260,731	478,238	73.98%
Capital Outlay - New (600)	699,000	1.25%	3,558	195,224	13,384	490,392	29.84%
Other (800)	784,500	1.40%	13,406	385,950	43,740	354,810	54.77%
Transfers/Advances (900)	35,200	0.06%	0	20,000	0	15,200	56.82%
<b>Total</b>	<u>\$55,991,901</u>	<u>100.00%</u>	<u>\$4,214,133</u>	<u>\$25,046,308</u>	<u>\$4,426,534</u>	<u>\$26,519,060</u>	<u>52.64%</u>

**Object Numbers:**

- 100 - Employees' salaries and wages - includes payment for sick leave, personal business leave, holiday pay, etc.
- 200 - Retirement, insurance coverage, workers' comp. fringe benefits
- 400 - Purchased services - utilities, postage, repairs, insurance, driver training, lease/purchase, mileage reimbursement, etc.
- 500 - Instructional supplies and materials, office supplies, textbooks, library books and materials
- 600 - Capital outlay - purchase of new equipment and vehicles
- 800 - Other - election expense, auditor and treasurer fees, audit costs, membership dues, liability insurance
- 900 - Temporary advances to other funds and transfers

**Appropriation Summary:**

FY19 Appropriations	\$55,892,000
FY18 Carryover Encumbrances	<u>99,901</u>
Total Appropriations	\$55,991,901

**WINTON WOODS CITY SCHOOLS**  
**General Fund Expenditures by Function**  
**December 31, 2018**

	<u>Appropriation</u> <u>+ Carry Over</u>	<u>% Total</u> <u>Appr.</u>	<u>Expended</u> <u>MTD</u>	<u>Expended</u> <u>FYTD</u>	<u>Expended</u> <u>FYTD</u>	<u>Encumbered</u> <u>Balance</u>	<u>% Spent</u>
Regular (1100)	\$24,279,129	43.36%	\$1,752,663	\$10,850,214	\$452,885	\$12,976,030	46.55%
Special (1200)	10,354,080	18.49%	900,252	4,627,504	856,356	4,870,220	52.96%
Pupils (2100)	3,314,716	5.92%	256,997	1,530,432	388,400	1,395,883	57.89%
Instructional Staff (2200)	2,976,110	5.32%	231,571	1,352,850	549,988	1,073,272	63.94%
Board of Education (2300)	263,440	0.47%	6,334	81,339	59,968	122,132	53.64%
School Adm. (2400)	4,149,752	7.41%	336,716	2,024,730	160,069	1,964,953	52.65%
Fiscal Services (2500)	1,446,272	2.58%	93,360	645,346	95,411	705,515	51.22%
Business Services (2600)	322,191	0.58%	18,531	127,916	29,005	165,271	48.70%
Oper. of Plant (2700)	4,031,335	7.20%	325,081	1,915,094	1,298,820	817,421	79.72%
Pupil Trans. (2800)	2,675,226	4.78%	145,319	1,006,753	286,716	1,381,757	48.35%
Central Support Services (2900)	804,700	1.44%	62,766	383,463	21,739	399,498	50.35%
Community Services (3000)	31,500	0.06%	47	7,602	53	23,845	24.30%
Extracurricular (4000)	925,900	1.65%	75,920	401,035	31,769	493,096	46.74%
Capital Outlay (5000)	382,350	0.68%	8,576	72,030	195,354	114,966	69.93%
Contingencies and Transfers (7000)	35,200	0.06%	0	20,000	0	15,200	56.82%
<b>Total</b>	<b>\$55,991,901</b>	<b>100.00%</b>	<b>\$4,214,133</b>	<b>\$25,046,308</b>	<b>\$4,426,534</b>	<b>\$26,519,060</b>	<b>52.64%</b>

**Functions:**

**Instruction (1100 – 1200):** Instruction includes the activities directly dealing with the teaching of pupils or the interaction

between teacher and pupil. Teaching may be provided for pupils in a school, in a classroom, in another location, such as in a home or hospital, and through other approved media such as television, radio, telephone and correspondence.

**Pupils (2100):** Activities which are designed to assess and improve the well-being of pupils and to supplement the teaching process. e.g., Pupil personnel, guidance, health, psychological, speech and audiology, attendance, graduation and student assembly services.

**Instructional Staff (2200):** Activities associated with assisting the instructional staff with the content and process of providing learning experiences for pupils. e.g., Curriculum development, staff training, ed. aides and media services.

**Board of Education (2300):** Activities concerned with establishing policy in connection with operating the District.

**School Administration (2400):** Activities concerned with administrative responsibility e.g., Supt. & Principal offices.

**Fiscal (2500):** Activities associated with the financial operations of the District. e.g., Treasurer's office.

**Business (2600):** Activities concerned with directing & managing service areas. e.g., Business Manager's office.

**Operation of Plant (2700):** Activities concerned with keeping the physical plant open, comfortable and safe for use and keeping buildings and equipment in an efficient working condition. e.g., Maintenance & custodial areas.

**Transportation (2800):** Activities concerned with the conveyance of students to and from school and to activities.

**Statistical Services (2900):** Activities, other than general administration, which support each of the other instructional and supporting services programs. e.g., Personnel and technology.

**Community Services (3200):** Payments made by the District to support activities that do not directly relate to providing education for pupils in the District.

**Extracurricular Activities (4000):** Subject matter and/or activities not provided in regular classes. Generally, participation is not required and credit is not given.

**Capital Outlay (5000):** Improvements to the District buildings & land.

**Contingencies (7000):** To be used for unanticipated emergencies.

**Appropriation Summary:**

FY19 Appropriations	\$55,892,000
FY18 Carryover Encumbrances	9,901
Total Appropriations	\$55,901,901



# WINTON WOODS CITY SCHOOLS

Year To Date Summary as of  
December 31, 2018

FUND	Beginning Balance	FYTD Revenues	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001 General	\$19,436,867	\$24,576,171	\$25,046,308	\$18,966,730	\$4,426,534	\$14,540,196
<b>Special Revenue Funds:</b>						
018 Public School Support	34,254	19,069	17,430	35,893	7,644	28,248
019 Other Grants	94,789	4,000	6,952	91,836	4,826	87,010
034 Classroom Facilities Maint.	390,817	96,119	977	485,958	0	485,958
300 District Managed Activity	65,157	132,957	106,318	91,796	42,395	49,401
401 Auxiliary Services	84,943	187,534	95,080	177,397	226,617	(49,220)
439 Preschool Education	0	48,853	47,797	1,056	484	572
451 Data Communication	0	5,400	0	5,400	0	5,400
461 Vocational Ed Enhancements	0	4,173	4,173	0	171	(171)
499 Miscellaneous State Grants	0	22,715	2,195	20,521	0	20,521
516 IDEA	5,742	375,240	379,668	1,314	129,998	(128,685)
536 Title I School Improvement	0	17,895	17,895	0	0	0
551 Limited English Proficiency	0	88,626	87,619	1,006	6,942	(5,936)
572 Title I	0	620,786	621,308	(522)	125,370	(125,892)
587 IDEA Early	177	8,500	8,404	273	81	192
590 Title II-A	601	60,271	59,794	1,078	7,624	(6,546)
599 Miscellaneous Federal Grants	0	176,692	176,692	0	333,579	(333,579)
<b>Debt Service Funds:</b>						
002 Bond Retirement	2,328,904	1,501,408	1,987,090	1,843,222	1,154,971	688,251
<b>Capital Projects Funds:</b>						
003 Permanent Improvement	332,384	290,758	335,797	287,344	389,502	(102,158)
004 Building	10,082,701	98,182	215,759	9,965,124	261,552	9,703,572
010 Classroom Facilities	55,007,458	3,783,261	1,190,265	57,600,454	4,157,416	53,443,039
007 Special Trust	85,627	32,065	25,950	91,743	6,952	84,791
<b>Agency Funds:</b>						
200 Student Activity	40,986	8,862	8,635	41,213	1,753	39,460
022 District Agency	0	7,372	7,372	0	0	0
<b>Enterprise Funds:</b>						
006 Food Services	626,012	866,201	910,549	581,664	157,289	424,375
<b>Total</b>	<u>\$88,617,419</u>	<u>\$33,033,109</u>	<u>\$31,360,027</u>	<u>\$90,290,502</u>	<u>\$11,441,701</u>	<u>\$78,848,801</u>



TO: WWCSB Board of Education  
 FROM: Randy Seymour, Treasurer  
 DATE: December 31, 2018  
 SUBJECT: December Investments

The Treasurer requests official approval of the following investments of interim funds made December 31, 2018

	<u>Investments</u>	<u>Interest</u>	<u>Interest Rate</u>	
<b>General Fund:</b>				
Money Markets:				
Star Ohio	\$5,057,998	\$5,643	2.52%	
Meeder Investments	15,622,075	6,623	various	
5th/3rd	586,970	519	0.20%	Includes earnings credit
	<u>21,267,043</u>	<u>12,785</u>		
<b>Building Fund:</b>				
Local Share:				
Money Markets:				
Star Ohio	2,825,228	5,693	2.52%	
Meeder Investments	59,019,695	74,224	various	
	<u>61,844,922</u>	<u>79,917</u>		
<b>Building Fund:</b>				
State Share:				
Money Markets:				
Star Ohio	8,921,239	17,977	2.52%	
	<u>8,921,239</u>	<u>17,977</u>		
<b>Total</b>	<u><u>\$92,033,205</u></u>	<u><u>\$110,679</u></u>		

# **Document 00 53 23 - GMP Amendment (OSFC CM at Risk Project)**

## **State of Ohio Standard Requirements for Public Facility Construction**

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### **GMP Amendment 2.2**

The State of Ohio, acting by and through the President and Treasurer of the School District Board, and the CM enter into this Amendment as of the date set forth below to amend the Contract they entered into as of October 18, 2017 in connection with the Project known as:

**Project Number:** SFC-170418.02  
**Project Name:** Winton Woods CSD - New 7-12 Middle High School Project

**School District Board ("Owner"):** Winton Woods City School District

**Contracting Authority:** The School District Board above in conjunction with the Ohio Facilities Construction Commission

**Construction Manager ("CM"):** Skanska Megen IV, a joint venture

### **ARTICLE 1 - CONTRACT SUM AND RELATED ITEMS FOR THIS AMENDMENT**

**1.1** The Contract Sum is \$216,390, of which \$0 is co-funded and \$216,390 is Locally Funded Initiative (LFI), which is the sum of the estimated Cost of the Work, plus the CM's Contingency, plus the CM's Fee as follows:

**1.1.1** The estimated Cost of the Work is \$204,556, of which \$0 is co-funded and \$204,556 is Locally Funded Initiative (LFI), which includes all Allowances (if any) and Unit Prices (if any) defined through this Amendment, and is the sum of:

**1.1.1.1** CM's Construction Stage Personnel Costs in the amount of \$6,876 of which \$0 is co-funded and \$6,876 is Locally Funded Initiative (LFI), which amount shall not exceed \$1,589,356 CM's Construction Stage Personnel Costs cap from the Agreement; the Construction Stage Personnel Cost will be revised to align with the increase in Cost of Work at the building GMP;

**1.1.1.2** General Conditions Costs in the amount of \$4,490, of which \$0 is co-funded and \$4,490 is Locally Funded Initiative (LFI), which shall not exceed \$541,974;

- 1** Since the date of the Agreement, the scope of the General Conditions Work has been increased as follows: \$30,169 for the cost carried for subguard for the ESP and Geopier subcontracted work. The General Conditions will be revised to align with the increase in Cost of Work at the building GMP.
- 2** On account of the increase in the scope of the General Conditions Work, the General Conditions Costs cap stated in the Agreement is hereby changed to \$NA.

**1.1.1.3** all Work the CM proposes to provide through Subcontractors in the amount of \$193,200, of which \$0 is co-funded and \$193,200 is Locally Funded Initiative (LFI);

**1.1.1.4** all Work the CM proposes to self-perform directly or through a CM Affiliated Entity in the amount of \$0, which amount does not include any costs accounted for under the CM's Construction Stage Personnel Costs or General Conditions Costs.

**1.1.2** The CM's Contingency in the amount of \$5,114, of which \$0 is co-funded and \$5,114 is Locally Funded Initiative (LFI), which shall not exceed 2.5 percent of the above-identified Cost of the Work.

**1.1.2.1** Notwithstanding Article 9 of the General Conditions, the Contingency Review Dates will be the dates on which the CM achieves the following activities identified in the Construction Progress Schedule attached as GMP Exhibit E:

100% - April 30, 2019

**1.1.3** The CM's Fee in the amount of \$6,710, of which \$0 is co-funded and \$6,710 is Locally Funded Initiative (LFI), which shall not exceed 3.20 percent of the sum of the above-identified Cost of the Work plus the above-identified CM's Contingency.



**1.2 Recap of Contract Sum and Related Items:**

<b>Compensation Component Description</b> (refer to complete description in the Section of this GMP Amendment referenced below)	<b>Current Amount</b> (before execution of this GMP Amendment)	<b>Increase(Decrease)</b> (amount added to or (deducted from) Current Amount)	<b>Amended Amount</b> (after execution of this GMP Amendment)
<b>1.1 Contract Sum</b>	\$2,400,939	\$216,390	\$2,617,330
<b>1.1.1 Estimated Cost of the Work</b>	\$2,269,748	\$204,556	\$2,474,314
<b>1.1.1.1 Personnel Costs</b>	\$117,859	\$6,876	\$124,735
<b>1.1.1.2 General Conditions Costs</b>	\$110,348	\$4,490	\$114,838
<b>1.1.1.3 Subcontracted Work</b>	\$2,041,541	\$193,200	\$2,234,741
<b>1.1.1.4 Self-performed Work</b>	\$0	\$0	\$0
<b>1.1.2 CM's Contingency</b>	\$56,744	\$5,114	\$61,858
<b>1.1.3 CM's Fee</b>	\$74,448	\$6,710	\$81,158

**1.3** The CM's total compensation shall include the CM's Preconstruction Stage Compensation plus the amended amount of the Contract Sum identified in the table above.

**1.4** The penal sum of the CM's Bonds shall equal 100 percent of the CM's total compensation.

**1.5** Compensation per building is set forth in the **Compensation Schedule** attached as **Exhibit N**.

**ARTICLE 2 - CONTRACT TIMES**

**2.1** The Contract Times are the periods established in the following table for the achievement of the associated Milestones:

<b>Construction Stage Milestone(s)</b> <b>to which Liquidated Damages apply</b>	<b>Contract Time</b>	<b>Projected Date</b> (as of the date of this GMP Amendment)
Anticipated NTP		February 4, 2019
Substantial Completion of the Early Site Work	72 days	April 30, 2019

**2.1.1** The projected dates listed under "Projected Date (as of the date of this GMP Amendment)" are provided only for convenient reference during the consideration and negotiation of this GMP Amendment. The durations listed under "Contract Time" define the Contract Times and take precedence over the projected dates.

**ARTICLE 3 - LIST OF EXHIBITS**

**3.1** This Amendment is based upon the following documents:

**3.1.1 Basis Documents** attached as **GMP Exhibit A**;

*(This exhibit includes the Design Intent Statement and a list, which identifies by number, title, and date, all of the Drawings, Specifications, and other documents, upon which the CM relied to prepare this Amendment.)*

**3.1.2 Assumptions and Clarifications** attached as **GMP Exhibit B**;

*(This exhibit includes a complete list of the assumptions and clarifications made by the CM in the preparation of this Amendment, which list is intended to clarify the information contained in the Basis Documents, but is not intended to otherwise modify the Contract.)*

**3.1.3 Project Estimate** attached as **GMP Exhibit C**;

*(This exhibit includes a detailed estimate of the Cost of the Work which (1) allocates the cost of each of item of the Work to labor and materials/equipment organized by trade categories and (2) does not contain a lump-sum estimate for any item other than the CM's Fee and the CM's Contingency. This exhibit is informational only. It is included to provide a tool to evaluate, analyze, and discuss the proposed Contract Sum.)*

**3.1.4 Project Schedule** attached as **GMP Exhibit D**;**3.1.5 Construction Progress Schedule** attached as **GMP Exhibit E**;



**3.1.6 Staffing Plan** attached as **GMP Exhibit F**;

*(This exhibit includes the CMs detailed plan for staffing the Project during the Construction Stage and an outline of the qualifications and experience of the CM's proposed project manager and proposed superintendent, including references, unless the CM previously submitted that information and the CM's project manager and superintendent were approved.)*

**3.1.7 Subcontractor Work Scopes** attached as **GMP Exhibit G**;

*(This exhibit includes a detailed scope-of-Work description for each anticipated Subcontract.)*

**3.1.8 Scope of CM's Self-Performed Work** attached as **GMP Exhibit H**;

*(This exhibit includes a detailed scope-of-Work description for all trade Work the CM proposes to perform itself or through a CM Affiliated Entity if the requirements in the Contract are met; otherwise this scope of Work will be performed by a Subcontractor.)*

**3.1.9 Schedule of Allowances** attached as **GMP Exhibit I** (if applicable);

*(This exhibit includes a complete list and detailed description of all Allowance Items with related measurement and payment terms.)*

**3.1.10 Schedule of Unit Prices** attached as **GMP Exhibit J** (if applicable);

*(This exhibit includes a complete list and detailed description of all Unit Price items with related measurement and payment terms.)*

**3.1.11 Schedule of Alternates** attached as **GMP Exhibit K** (if applicable);

*(This exhibit includes a complete list and detailed description of all Alternates with related measurement and payment terms.)*

**3.1.12 Schedule of Incentives and Shared Savings** attached as **GMP Exhibit L** (if applicable);

*(This exhibit includes a detailed description of all performance incentives/bonuses applicable to the Work including related measurement/entitlement and payment terms.)*

**3.1.13 Schedule of Locally Funded Initiatives** attached as **Exhibit M** (if applicable); and

*(This exhibit includes a complete list and detailed description of all Locally Funded Initiatives or LFI's.)*

**3.1.14 Compensation Schedule** attached as **Exhibit N** (if applicable).

*(This exhibit includes the CM's total compensation as well as compensation per building.)*

**SIGNATURES**

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date set forth below:

Skanska Megen IV, a joint venture

STATE OF OHIO, BY AND THROUGH THE  
SCHOOL DISTRICT BOARD

\_\_\_\_\_  
Signature

Chris Hopper / Evans Nwankwo

\_\_\_\_\_  
Printed Name

Executive VP, General Manager / President/CEO

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

1-28-19 Viola E Johnson

\_\_\_\_\_  
Printed Name

School District Board President

\_\_\_\_\_  
Date

1-28-19

\_\_\_\_\_  
Signature

Katrina Rugless

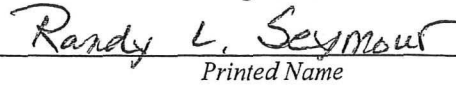
\_\_\_\_\_  
Printed Name

School District Board Treasurer

**TREASURER'S CERTIFICATION**

IT IS HEREBY CERTIFIED that the moneys required to meet the obligations of the **Board of Education of the Winton Woods City School District** under the foregoing Amendment have been lawfully appropriated for such purposes and are in the treasury of the **Winton Woods City School District** or are in the process of collection to an appropriate fund, free from any previous encumbrance.

---

*Purchase Order No.*  
*Signature*  
*Printed Name*

School District Board Treasurer

**APPROVAL OF THE OHIO FACILITIES CONSTRUCTION COMMISSION**

---

David M. Williamson

Executive Director

**END OF DOCUMENT**

## **GRANT OF EASEMENT**

Pt. Parcel # 597-0030-0026

In consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, **WINTON WOODS CITY SCHOOL DISTRICT** (fka Board of Education, Greenhills Exempted Village School District) (hereinafter referred to as "Grantor"), hereby grant(s) unto **DUKE ENERGY OHIO, INC.**, an Ohio corporation, with a mailing address of 139 East Fourth Street, Cincinnati, OH 45202 and its successors and assigns (hereinafter referred to as "Grantee"), a perpetual, non-exclusive easement to construct, reconstruct, operate, patrol, maintain, repair, replace, relocate, add to, modify and remove, electric, and/or telecommunication line or lines including but not limited to, all necessary and convenient supporting structures (such as towers and poles), underground ducts, conduits, wires, cables, manholes, pullboxes, guy wires with anchors, grounding systems, counterpoises, surface equipment (including, but not limited to, transformers and switchgears), and all other appurtenances, fixtures and equipment (hereinafter referred to as the "Facilities"), for the transmission and distribution of electrical energy, and for technological purposes (including but not limited to telecommunications), both overhead and underground, in, upon, over, along, under, through and across the following described real estate:

Situate in Section 23, Town 3, Entire Range 1, Springfield Township, County of Hamilton, State of Ohio, being part of the southern part of the Public Housing Administration's Green Hills Development; and being part of a 17.16 acre tract of land, more or less, as conveyed to the **BOARD OF EDUCATION, GREENHILLS EXEMPTED VILLAGE SCHOOL DISTRICT** from the United States of America by Deed of Dedication dated May 22, 1959 and recorded in **Deed Book 3029, Page 420** in the Office of the Recorder of Hamilton County, Ohio (hereinafter referred to as "Grantor's Property") and further described in Exhibit "B", attached hereto and hereby made a part thereof.



Said overhead electric easement being a strip of land thirty-two feet (32') in uniform width, lying sixteen feet (16') wide on both sides of a centerline, and said underground electric easement being a strip of land fifteen feet (15') in uniform width, lying seven and one-half feet (7.5') wide on both sides of a centerline, which centerline shall be established by the center of the Facilities as constructed and as generally shown on Exhibit "A", attached hereto and becoming a part hereof (hereinafter referred to as the "Easement Area").

This easement grant shall include, but not be limited to, the following respective rights and duties of Grantor and Grantee:

1. Grantee shall have the right of ingress and egress over the Easement Area, and over the adjoining land of Grantor's Property (using lanes, driveways, and adjoining public roads where practical as determined by Grantee).

2. Grantee shall have the right to cut down, clear, trim, remove, and otherwise control any trees, shrubs, overhanging branches, and/or other vegetation upon or over the Easement Area. Grantee shall also have the right to cut down, clear, trim, remove, and otherwise control any trees, shrubs, overhanging branches, and/or other vegetation which are adjacent to the Easement Area but only to the extent such vegetation may endanger, as reasonably determined by Grantee, the safe or reliable operation of the Facilities, or where such vegetation is trimmed consistent with generally accepted arboricultural practices.

3. Grantee shall have the right to allow third parties (a) to attach equipment to Grantee's Facilities and (b), to trench with Grantee's Facilities, and with either (a) or (b), any such equipment shall include, but not be limited to, wires, cables, and other fixtures; provided, that Grantor shall pursue any claim with the third party and not Grantee, if any such claim arises out of any third party's attachment.

4. To the best of Grantor's knowledge, the Easement Area and the adjoining land of Grantor's Property, have never been used to release, discharge, generate or store any toxic, hazardous, corrosive, radioactive or otherwise harmful substance or material.

5. Grantor shall not place, or permit the placement of, any obstructions, which may interfere with the exercise of the rights granted herein to Grantee. Grantee shall have the right to remove any such obstruction.

6. Grantee shall have the right to pile dirt and other material and to operate equipment upon the surface of the Easement Area and the adjoining land of Grantor's Property, but only during those times when Grantee is constructing, reconstructing, maintaining, repairing, replacing, relocating, adding to, modifying, or removing the Facilities.

7. Excluding the removal of vegetation and obstructions as provided herein, any physical damage to the surface area of the Easement Area and the adjoining land of Grantor's Property resulting from the exercise of the rights granted herein to Grantee, shall be promptly paid by Grantee, or repaired or restored by Grantee to a condition which is reasonably close to the condition it was in prior to the damage, all to the extent such damage is caused by Grantee or its contractors or employees. In the event that Grantee does not, in the opinion of Grantor,



IN WITNESS WHEREOF, Grantor has caused this Grant of Easement to be signed by its duly authorized representative(s), effective the 28<sup>th</sup> day of January, 2019.

WINTON WOODS CITY SCHOOL DISTRICT, Grantor

By: *Viola E. Johnson*

Printed Name: Viola E. Johnson

Printed Title: President

By: *Katrina Rugless*

Printed Name: Katrina Rugless

Printed Title: Vice President

STATE OF Ohio )  
COUNTY OF Hamilton ) SS:

Personally appeared before me this 28<sup>th</sup> day of January, 2019, Viola L. Johnson, Katrina Rugless, (a) duly authorized representative(s) of Grantor and acknowledged the signing of this Grant of Easement by Grantor to be a voluntary act and deed for and on behalf of Grantor, and having been duly sworn/affirmed, state(s) that any representations contained therein are true to the best of Grantor's personal knowledge.

WITNESS my hand and notarial seal, this 28<sup>th</sup> day of January, 2019.

My Commission Expires: N/A

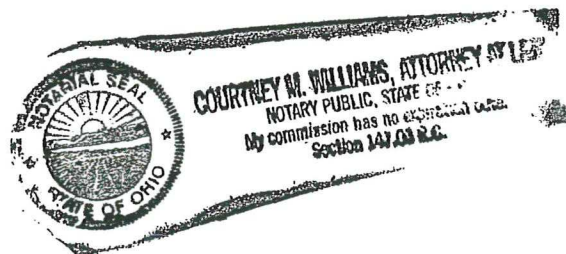
Signed Name: *Courtney Wilson*

My County of Residence: Hamilton

Printed Name: Courtney Wilson

This Instrument Prepared by Janice L. Walker, Attorney-at-Law, 139 E. Fourth St. Cincinnati, OH 45202.

For Grantee's Internal Use:  
Emax No.: 26814739  
Prepared By: DP  
Prepared Date: 1/7/2019  
Reviewed By: CP  
Pad No.: HMO-25038



IN WITNESS WHEREOF, Grantor has caused this Grant of Easement to be signed by its duly authorized representative(s), effective the 28th day of January, 2019.

WINTON WOODS CITY SCHOOL DISTRICT, Grantor

By: Viola E. Johnson

Printed Name: Viola E. Johnson

Printed Title: President

By: Katrina Rugless

Printed Name: Katrina Rugless

Printed Title: Vice President

STATE OF Ohio )  
COUNTY OF Hamilton ) SS:

Personally appeared before me this 28th day of January, 2019, Viola L. Johnson, Katrina Rugless, (a) duly authorized representative(s) of Grantor and acknowledged the signing of this Grant of Easement by Grantor to be a voluntary act and deed for and on behalf of Grantor, and having been duly sworn/affirmed, state(s) that any representations contained therein are true to the best of Grantor's personal knowledge.

WITNESS my hand and notarial seal, this 28th day of January, 2019.

My Commission Expires: N/A

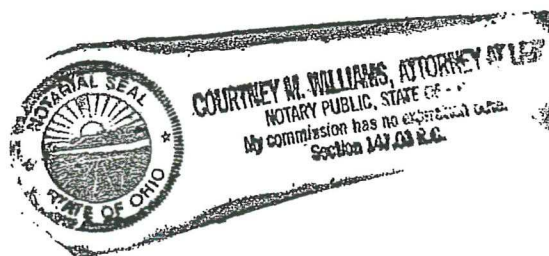
Signed Name: Courtney Wilson

My County of Residence: Hamilton

Printed Name: Courtney Wilson

This Instrument Prepared by Janice L. Walker, Attorney-at-Law, 139 E. Fourth St. Cincinnati, OH 45202.

For Grantee's Internal Use:  
Emax No.: 26814739  
Prepared By: DP  
Prepared Date: 1/7/2019  
Reviewed By: CP  
Pad No.: HMO-25038





## EXHIBIT "B"

Situate in the State of Ohio, County of Hamilton, Springfield Township, Entire Range One, Springfield Township, Town 3, Section 23, in the southern part of the Public Housing Administration's Green Hills Development, and more particularly described as follows:

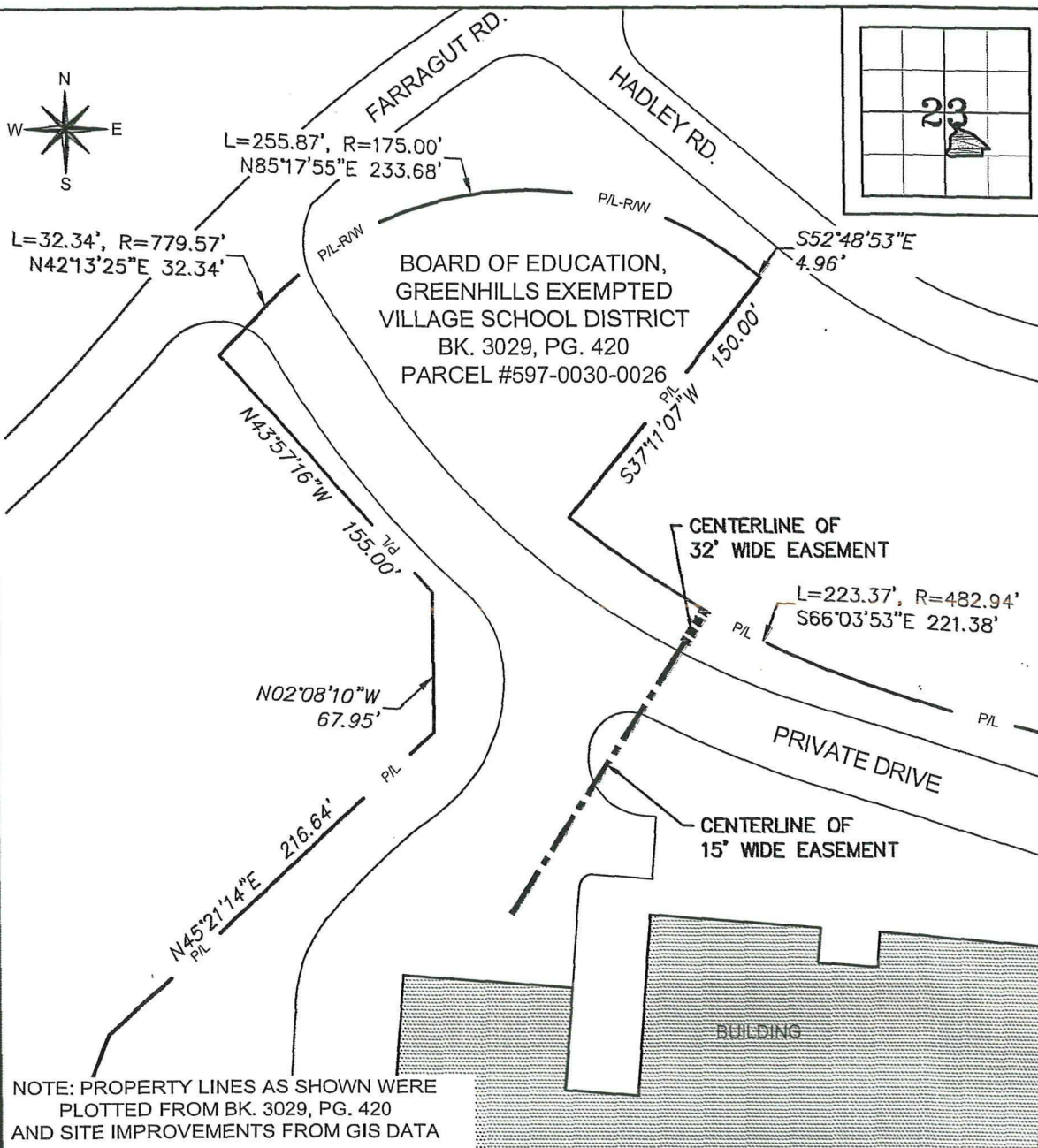
Beginning at the Southwest corner of Section 23, Town 3, Entire Range One, Springfield Township, Hamilton County, State of Ohio; thence along the South line of said Section 23, North eighty-four degrees, twenty-five minutes, eighteen seconds East (N 84°25'18" E), two thousand three hundred twenty-six and forty-two hundredths feet (2326.42'), to a concrete monument in the easterly right-of-way line of Winton Road; thence South forty-five degrees, thirty-two minutes, twenty-seven seconds East (S 45°32'27" E), along the easterly right-of-way of Winton Road, one hundred twenty and sixty-six hundredths feet (120.66'), to a concrete monument at the intersection of the easterly right-of-way line of Winton Road and the northerly right-of-way line of Science Hall Road; thence North thirty degrees, thirty-three minutes, eighteen seconds East (N 30° 33' 18" E), one hundred sixty-four and four hundredths feet, (164.04'), to a concrete monument in the northerly right-of-way line of Science Hall Road; thence North eighty-four degrees, twenty-five minutes, eighteen seconds East, (N 84° 25' 18" E), along the northerly right-of-way line of Science Hall Road, (said line being parallel to and 40' north and at right angles to the South line of Section 23), one thousand six hundred seventy and thirty hundredths feet, (1670.30') to a 5/8" round iron pin; thence North twenty-five degrees thirty minutes West (N 25° 30' W), eight hundred fifty-three and twenty hundredths feet, (853.20') to a point marked by a 5/8" round iron pin; thence North eighty-seven degrees, twenty-nine minutes West (N 87° 29' W), one hundred eighty and forty-four hundredths feet, (180.44'), to a point marked by a 5/8" round iron pin; thence North three degrees, forty-three minutes, thirty-nine seconds East, (N 3° 43' 39" E), a distance of five hundred eighty-two and twenty-one hundredths feet, (582.21') to a point marked by a 5/8" round iron pin, which is the real point of beginning:

Thence South eighty-six degrees, forty-four minutes, twenty-two seconds West, (S 86° 44' 22" W) a distance of nine hundred eighty-three and twelve hundredths feet (983.12'), to a point marked by a 5/8" round iron pin; thence North fifty-nine degrees, forty-five minutes, fifty-one seconds West (N 59° 45' 51" W), a distance of one hundred forty-six and thirty-one hundredths feet (146.31') to a point marked by a 5/8" round iron pin, said point being on the centerline of a ten foot (10') wide sanitary sewer easement, and is the point of intersection of the boundary line of the herein described tract and the beginning of the sanitary sewer easement; thence with and on the centerline of the aforementioned sewer easement North four degrees, two minutes, thirty-four seconds West (N 4° 02' 34" W) a distance of forty-six and thirty-eight hundredths feet (46.38') to a 5/8" round iron pin; thence continuing with and on the centerline of the aforementioned 10'-wide sanitary sewer easement North thirty-nine degrees, fifty-nine minutes, twenty-six seconds East (N 39° 59' 26" E) a distance of one hundred seventy and forty hundredths feet (170.40') to a point on the sanitary sewer easement marked by a 5/8" round iron pin, thence continuing with and on the centerline of the aforementioned sanitary sewer easement North two degrees, sixteen minutes, twenty-six seconds East (N 2° 16' 26" E) a distance of three hundred and seventy hundredths feet (300.70') to a point on the centerline of the sanitary sewer easement marked by a 5/8" round iron pin; thence continuing with and on the centerline of the sanitary sewer easement North twenty degrees, twenty-one minutes, twenty-six seconds East (N 20° 21' 26" E) a distance of sixty-nine and seventy-six hundredths feet (69.76') to a point on the centerline of the sanitary sewer easement and marked by a 5/8" round iron pin; thence leaving the centerline of the sanitary sewer easement and going North forty-five degrees, twenty-one minutes, fourteen seconds East (N 45° 21' 14" E) a distance of two hundred sixteen and sixty-four hundredths feet (216.64') to a point marked by a 5/8" round iron pin; thence North two degrees, eight minutes, ten seconds West (N 2° 08' 10" W) a distance of sixty-seven and ninety-five hundredths feet (67.95') to a point marked by a 5/8" round iron pin; thence North forty-three degrees, fifty-seven minutes, sixteen seconds West (N 43° 57' 16" W) a distance of one hundred fifty-five and no hundredths feet (155.00') to a point in the southeasterly line of Farragut Road marked by a 5/8" round iron pin; thence along the southeasterly line of Farragut Road and southwesterly line of Hadley Road North forty-one degrees, two minutes, seven seconds East (N 41° 2' 7" E) a distance of eight and fifty-four hundredths feet (8.54') to a point marked by a 5/8" round iron pin; thence continuing along the southeasterly line

of Farragut Road and southwesterly line of Hadley Road northeasterly on the arc of a curve, the radius of which is seven hundred seventy-nine and fifty-seven hundredths feet (779.57') a distance of thirty-two and thirty-four hundredths feet (32.34'), (the chord of said arc being thirty-two and thirty-four hundredths feet (32.34') long and having a bearing of North forty-two degrees, thirteen minutes, twenty-five seconds East (N 42° 13' 25" E)), to a point marked by a 5/8" round iron pin; thence continuing along the southeasterly line of Farragut Road and southwesterly line of Hadley Road northeastwardly on the arc of a curve, the radius of which is one hundred seventy-five and no hundredths feet (175.00') a distance of two hundred fifty-five and eighty-seven hundredths feet (255.87') to a point marked by a 5/8" round iron pin, (the chord of said arc having bearing of North eighty-five degrees, seventeen minutes, fifty-five seconds East (N 85° 17' 55" E) and length of two hundred thirty-three and sixty-eight hundredths feet (233.68')); thence is a southeastwardly direction along the southwesterly line of Hadley Road South fifty-two degrees, forty-eight minutes, fifty-three seconds East (S 52° 48' 53" E) a distance of four and ninety-six hundredths feet (4.96') to a point marked by a 5/8" round iron pin; thence South thirty-seven degrees, eleven minutes, seven seconds West (S 37° 11' 07" W) a distance of one hundred fifty and no hundredths feet (150.00') to a point marked by a 5/8" round iron pin; thence parallel to and 150 feet distance from the southwesterly line of Hadley Road southeastwardly on the arc of a curve, the radius of which is four hundred eighty-two and ninety-four hundredths feet (482.94') a distance of two hundred twenty-three and thirty-seven hundredths feet (223.37') to a point marked by a 5/8" round iron pin; (the chord of said arc having a bearing of South sixty-six degrees, three minutes, fifty-three seconds East (S 66° 03' 53" E), and a length of two hundred twenty-one and thirty-eight hundredths feet (221.38')); thence parallel to and 150 feet distant from the southwesterly line of Hadley Road South seventy-nine degrees, eighteen minutes, fifty-three seconds East (S 79° 18' 53" E) a distance of one hundred one and twenty-eight hundredths feet (101.28') to a point marked by a 5/8" round iron pin; thence parallel to and 150 feet distant from the southwesterly line of Hadley Road in a southeastwardly direction on the arc of a curve whose radius is four hundred ninety-eight and no hundredths feet (498.00') a distance of two hundred fifty-one and thirty-four hundredths feet (251.34') to a point marked by a 5/8" round iron pin; (the chord of said arc having a bearing of South sixty-four degrees, fifty-one minutes, twenty-three seconds East (S 64° 51' 23" E) and a length of two hundred forty-eight and sixty-eight hundredths feet (248.68')) thence parallel to and 150 feet distant from the southwesterly line of Hadley Road South fifty degrees, twenty-three minutes, fifty-three seconds East (S 50° 23' 53" E) a distance of five hundred seventy-nine and forty-one hundredths feet (579.41) to a point marked by a 5/8" round iron pin; thence South eighty-five degrees, thirty-eight minutes, forty-six seconds West (S 85° 38' 46" W) a distance of two hundred eleven and seventy-six hundredths feet (211.76') to a point marked by a concrete monument in the top of which is imbedded a center-punched brass plug; thence South three degrees, forty-three minutes, thirty-nine seconds West (S 3° 43' 39" W) a distance of two hundred twenty and no hundredths feet (220.00') to a 5/8" round iron pin which is the place of beginning, the entire tract containing 17.16 acres more or less.



THIS IS NOT A SURVEY. LOCATIONS SHOWN ARE APPROXIMATE. THE ACTUAL CENTERLINE LOCATION OF THE UTILITY LINE IS THE CENTERLINE OF THE EASEMENT.



NOTE: PROPERTY LINES AS SHOWN WERE PLOTTED FROM BK. 3029, PG. 420 AND SITE IMPROVEMENTS FROM GIS DATA

## HAMILTON COUNTY, OHIO

SITE NAME: SPRINGFIELD TOWNSHIP SECTION 23 T-3, E.R.-1



**DUKE  
ENERGY.**

DR. AM

EXHIBIT MAP OF:  
EASEMENT

CK. MT

EXHIBIT MAP FOR: BOARD OF EDUCATION, GREENHILLS EXEMPTED VILLAGE  
SCHOOL DISTRICT

DATE

LOCATION

EXHIBIT 'A'

01/10/2019

147 FARRAGUT RD, CINCINNATI, OH

EMAX #26814739

## **GRANT OF EASEMENT**

Pt. Parcel # 591-0016-0517

In consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, **WINTON WOODS CITY SCHOOL DISTRICT**, a city school district organized in accordance with Ohio Revised Code Section 3311.02 (hereinafter referred to as "Grantor"), hereby grant(s) unto **DUKE ENERGY OHIO, INC.**, an Ohio corporation, with a mailing address of 139 East Fourth Street, Cincinnati, OH 45202 and its successors and assigns (hereinafter referred to as "Grantee"), a perpetual, non-exclusive easement to construct, reconstruct, operate, patrol, maintain, repair, replace, relocate, add to, modify and remove, electric, and/or telecommunication line or lines including but not limited to, all necessary and convenient supporting structures (such as towers and poles), underground ducts, conduits, wires, cables, manholes, pullboxes, guy wires with anchors, grounding systems, counterpoises, surface equipment (including, but not limited to, transformers and switchgears), and all other appurtenances, fixtures and equipment (hereinafter referred to as the "Facilities"), for the transmission and distribution of electrical energy, and for technological purposes (including but not limited to telecommunications), both overhead and underground, in, upon, over, along, under, through and across the following described real estate:

Situate in Sections 24 and 30, Town 3, Range 1, BTM Springfield Township, Village of Forest Park, County of Hamilton, State of Ohio; being part of a 34.596 acre tract of land as conveyed to **WINTON WOODS CITY SCHOOL DISTRICT** from Winton Woods City School District by Quit Claim Deed dated June 13, 2018 and recorded in **Official Record Book 13709, Page 403** in the Office of the Recorder of Hamilton County, Ohio (hereinafter referred to as "Grantor's Property") and further described in Exhibit "B", attached hereto and hereby made a part thereof.

Said overhead easement being a strip of land thirty-two feet (32') in uniform width, lying sixteen feet (16') wide on both sides of a centerline, and said underground easement being a strip of land fifteen feet (15') in uniform width, lying seven and one-half feet (7.5') wide on both sides of a centerline, which centerline shall be established by the center of the Facilities as constructed and as generally shown on Exhibit "A", attached hereto and becoming a part hereof (hereinafter referred to as the "Easement Area").

This easement grant shall include, but not be limited to, the following respective rights and duties of Grantor and Grantee:

1. Grantee shall have the right of ingress and egress over the Easement Area, and over the adjoining land of Grantor's Property (using lanes, driveways, and adjoining public roads where practical as determined by Grantee).

2. Grantee shall have the right to cut down, clear, trim, remove, and otherwise control any trees, shrubs, overhanging branches, and/or other vegetation upon or over the Easement Area. Grantee shall also have the right to cut down, clear, trim, remove, and otherwise control any trees, shrubs, overhanging branches, and/or other vegetation which are adjacent to the Easement Area but only to the extent such vegetation may endanger, as reasonably determined by Grantee, the safe or reliable operation of the Facilities, or where such vegetation is trimmed consistent with generally accepted arboricultural practices.

3. Grantee shall have the right to allow third parties (a) to attach equipment to Grantee's Facilities and (b), to trench with Grantee's Facilities, and with either (a) or (b), any such equipment shall include, but not be limited to, wires, cables, and other fixtures; provided, that Grantor shall pursue any claim with the third party and not Grantee, if any such claim arises out of any third party's attachment.

4. To the best of Grantor's knowledge, the Easement Area and the adjoining land of Grantor's Property, have never been used to release, discharge, generate or store any toxic, hazardous, corrosive, radioactive or otherwise harmful substance or material.

5. Grantor shall not place, or permit the placement of, any obstructions, which may interfere with the exercise of the rights granted herein to Grantee. Grantee shall have the right to remove any such obstruction.

6. Grantee shall have the right to pile dirt and other material and to operate equipment upon the surface of the Easement Area and the adjoining land of Grantor's Property, but only during those times when Grantee is constructing, reconstructing, maintaining, repairing, replacing, relocating, adding to, modifying, or removing the Facilities.

7. Excluding the removal of vegetation and obstructions as provided herein, any physical damage to the surface area of the Easement Area and the adjoining land of Grantor's Property resulting from the exercise of the rights granted herein to Grantee, shall be promptly paid by Grantee, or repaired or restored by Grantee to a condition which is reasonably close to the condition it was in prior to the damage, all to the extent such damage is caused by Grantee or its contractors or employees. In the event that Grantee does not, in the opinion of Grantor, satisfactorily repair any damage, Grantor must, within ninety (90) days after such damage occurs, file a claim for such damage with Grantee at (a) 139 East Fourth Street, Cincinnati, OH 45202, Attn: Right of Way Services, or (b) by contacting an authorized Right of Way Services representative of Grantee.



8. Grantor shall have the right to use the Easement Area and the adjoining land of Grantor's Property in any manner which is consistent with the rights granted herein to Grantee, and shall comply with all applicable codes when making use of the land near the Facilities.

9. Notwithstanding anything to the contrary contained herein, Grantor shall not without the prior written consent of Grantee (a) construct or install, or permit the construction or installation of any building, house, or other above-ground structure, or portion thereof, upon the Easement Area; or (b) excavate or place, or permit the excavation or placement of any dirt or other material upon or below the Easement Area; or (c) cause, by excavation or placement of material, either on or off the Easement Area, a pond, lake, or similar containment vehicle that would result in the retention of water in any manner within the Easement Area.

10. Grantor warrants that it has the necessary authority and title to Grantor's Property to grant this easement to Grantee, and shall defend and hold Grantee harmless from the claim of any third party that Grantor does not have such authority or title.

11. The respective rights and duties herein of Grantor and Grantee shall inure to the benefit of, and shall be binding upon the respective successors, assigns, heirs, personal representatives, lessees, licensees, and/or tenants of Grantor and Grantee. Easement, Grantor and Grantee, as used herein, shall be deemed to be plural, when required to be so. The exercise of any or all of the rights and privileges of Grantee set forth herein, shall be at the sole discretion of Grantee.

Signature page follows.



IN WITNESS WHEREOF, Grantor has caused this Grant of Easement to be signed by its duly authorized representative(s), effective the 28<sup>th</sup> day of January, 2019.

WINTON WOODS CITY SCHOOL DISTRICT, Grantor

By: [Signature]

Printed Name: Viola E. Johnson

Printed Title: President

By: [Signature]

Printed Name: Katrina Bugless

Printed Title: Vice President

STATE OF Ohio )  
COUNTY OF Hamilton ) SS:

Personally appeared before me this day Katrina Bugless and Viola E. Johnson, (a) duly authorized representative(s) of Grantor and acknowledged the signing of this Grant of Easement by Grantor to be a voluntary act and deed for and on behalf of Grantor, and having been duly sworn/affirmed, state(s) that any representations contained therein are true to the best of Grantor's personal knowledge.

WITNESS my hand and notarial seal, this 28<sup>th</sup> day of January, 2019.

My Commission Expires: N/A

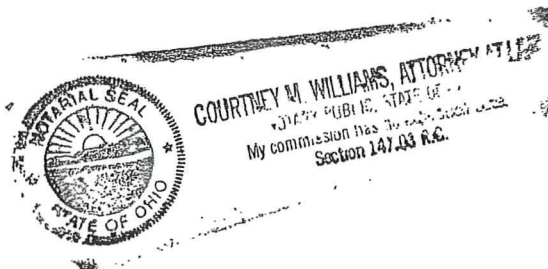
Signed Name: Courtney Wilson

My County of Residence: Hamilton

Printed Name: Courtney Wilson

This Instrument Prepared by Janice L. Walker, Attorney-at-Law, 139 E. Fourth St., Cincinnati, OH 45202.

For Grantee's Internal Use:  
Emax No.: 29492001  
Prepared By: DP  
Prepared Date: 1/15/2019  
Reviewed By: CP  
Pad No.: HMO-26825



## EXHIBIT "B"

Situated in Sections 24 and 30, Town 3, Range 1, BTM Springfield Township, Village of Forest Park, Hamilton County, Ohio and being all the lands conveyed to Winton Woods City School District in O.R. 13696, Pg. 1379, O.R. 13696, Pg. 1386 and O.R. 13706, Pg. 463, the boundary of which being more particularly described as follows:

Beginning at a mag nail set in the north line of Section 30, said point being N79°46'30"W a distance of 241.81 feet from the northeast corner of Section 30;

Thence along the lines of a tract of land conveyed to Village of Forest Park, S03°13'22"W a distance of 512.62 feet to an existing 5/8" iron pin;

Thence continuing, S86°46'38"E a distance of 73.57 feet to an existing 5/8" iron pin at the northwest corner of a tract of land conveyed to City of Forest Park, Ohio in D.B. 3667 Pg. 929;

Thence along the west line of said tract of land, S09°21'50"E a distance of 1516.80 feet to an existing 5/8" iron pin in the north right of way line of Waycross Road;

Thence along said north right of way line, S80°38'10"W a distance of 40.00 feet to an existing 5/8" iron pin at the southeast corner of Waycross Condominium #2 as recorded in P.B. 190 Pg. 8;

Thence along the lines of said Waycross Condominium #2, N09°21'50"W a distance of 128.91 feet to an existing 5/8" iron pin;

Thence continuing, S80°38'10"W a distance of 476.67 feet to an existing 5/8" iron pin;

Thence along the north line of Winton Forest Subdivision Block C Part 1 as recorded in P.B. 137 page 27, S68°1 0'00"W a distance of 64.87 feet to an existing 5/8" iron pin in the east line of Winton Forest Subdivision Block "D" Part 1 as recorded in P.B. 137 Pg. 29;

Thence continuing along said east line the following four (4) courses;

1. N17°1 0'00"W a distance of 140.47 feet to an existing 5/8" iron pin;
2. N19°52'00"W a distance of 141. 70 feet to an existing 5/8" iron pin;
3. N22°50'30"W a distance of 84. 78 feet to an existing 5/8" iron pin;
4. N38°23'00"W a distance of 423.21 feet to an existing 5/8" iron pin;

Thence continuing and along the east line of and Winton Forest Subdivision Block "D" Part 2 as recorded in P.B. 141 Pg. 37, N20°37'26"W a distance of 178.02 to a pipe found;

Thence continuing along the east line of Winton Forest Subdivision Block "D" Part 2, N09°22'00"W a distance of 305.00 feet to a 5/8" iron pin found in the east line of Winton Forest Subdivision Block "A" Part 1 as recorded in P.B. 173 Pg. 14;

Thence along the east lines of said Winton Forest Subdivision Block A Part 1, along the east line of Winton Forest Subdivision Block A Part 8 and along the east line of a tract of land conveyed to Forest Park Baptist Church in D.B. 4135 Pg. 255, N11°24'00"E a distance of 788.89 feet to a 5/8" iron pin found;

Thence continuing along said east line,  $N05^{\circ}10'44''E$  a distance of 188.67 feet to a mag nail found in the north line of Section 30;

Thence along said Section line,  $S79^{\circ}46'30''E$  a distance of 634.31 feet to the Point of Beginning;

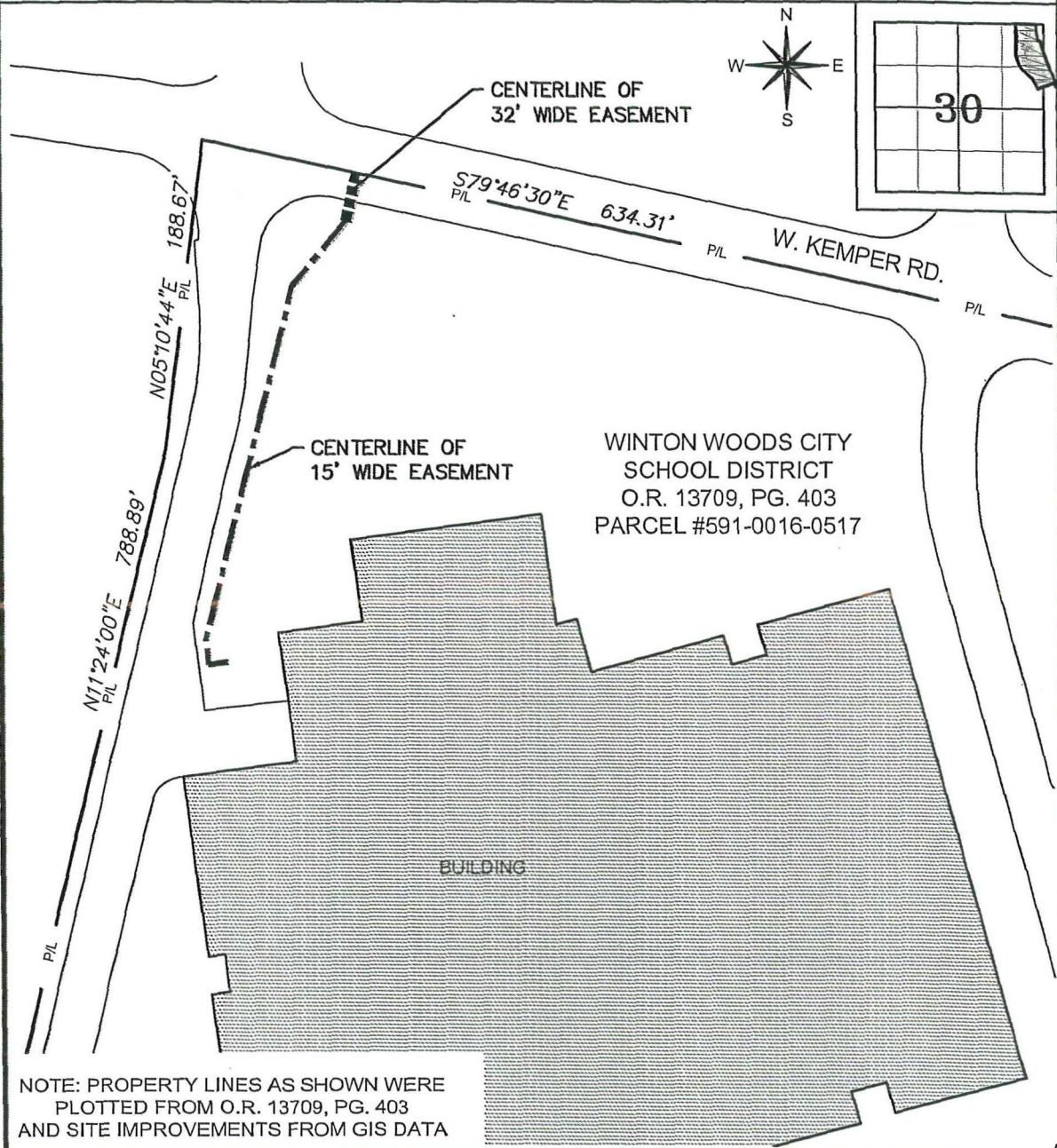
Containing 34.596 acres of land, more or less, of which 0.712 acres are in the Present Right of Way Occupation (P.R.O.), 33.700 acres are in Section 30 and 0.896 acres are in Section 24, and being subject to easements, restrictions and rights of way of record.

Bearings are based on D.B. 3576 Pg.642.

The above description is based on a field survey performed by The Kleingers Group under the direct supervision of Matthew D. Habedank, Ohio Professional Surveyor No. 8611.



THIS IS NOT A SURVEY. LOCATIONS SHOWN ARE APPROXIMATE. THE ACTUAL CENTERLINE LOCATION OF THE UTILITY LINE IS THE CENTERLINE OF THE EASEMENT.



NOTE: PROPERTY LINES AS SHOWN WERE  
PLOTTED FROM O.R. 13709, PG. 403  
AND SITE IMPROVEMENTS FROM GIS DATA

## HAMILTON COUNTY, OHIO

SITE NAME: SPRINGFIELD TOWNSHIP SECTION 30 T-3, R-1, BTM, VILLAGE OF FOREST PARK



DR. AM

EXHIBIT MAP OF:  
EASEMENT

CK. MT

EXHIBIT MAP FOR:  
WINTON WOODS CITY SCHOOL DISTRICT

DATE

LOCATION

EXHIBIT 'A'

01/17/2019

1231 KEMPER RD, CINCINNATI, OH

EMAX #29492001



## Winton Woods City School District

### Job Description

**Job Title:** Secretary – Registrar Clerical Clerical E

**Reports To:** ~~Principal~~ EMIS

**FLSA Status:** Classified

**Approved By:** Board of Education

**Approved Date:** ~~10/28/02~~

### GENERAL DESCRIPTION

~~Assists the administration with duties and a variety of tasks by performing the following duties.~~ Primary responsibilities are to log and maintain enrolled students' academic records. This includes grade, attendance, transfer and immunization records. The registrar oversees the enrollment process for new students, gathering all required information. Additional duties may include responding to transcript requests. In addition, the registrar must maintain and disseminate information about district enrollment requirements to the public.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- ~~Coordinates~~ Oversees districtwide enrollment and registration processes for all incoming and returning students ~~student enrollment~~ ~~Withdrawals.~~
- Greets visitors to the office in a polite and helpful manner, determines their needs and assists them accordingly.
- ~~multiple activities including school newsletter, conferences, programs, student personal data and expulsions.~~
- Schedules annual administrative meetings for open enrollment.
- Coordinates with principal and/or superintendent regarding grade placement for students with irregular/incomplete school records.
- Maintains student databases including but not limited to following up on all returned mail from the district including address changes and conducting annual student verification updates.
- Coordinates, trains, and advises all campus registrars, attendance clerks, and other campus staff who work with enrollment data.
- Makes and receives telephone calls, takes messages ~~for the principal~~, schedules appointments and handles problem situations when necessary.
- ~~Coordinates, schedules and follows up on special education meetings.~~
- ~~Creates, copies and distributes newsletters as applicable.~~
- ~~Assigns teacher substitutes and maintains substitute records.~~

- Follows up on custody issues and students moving out of the district.
- ~~Types and follows up on requisitions.~~
- ~~Edits and emails data for student handbooks for the summer.~~
- ~~Coordinates program for achievement reception.~~
- ~~Maintains file for expelled students and students attending alternate school.~~
- Maintains office equipment such as copy machines, fax machines and printers.
- Maintains up to date knowledge of technology utilized by the district.

## **SUPERVISORY RESPONSIBILITIES**

None

## **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **EDUCATION and/or EXPERIENCE**

High school diploma ~~or general education degree (GED)~~; previous experience is preferred. Experience using district selected software and applications is required.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

Valid certificate/license as issued by the Ohio Department of Education

## **LANGUAGE SKILLS**

Ability to read, write and comprehend simple instructions, short correspondence and memos. Ability to effectively present information in one-on-one and small group situations to staff, students and administrators.

Ability to communicate effectively with students, parents, colleagues and administration. Ability to respond to common inquiries or complaints from students, parents, agencies, teachers or members of the school community.

Ability to speak Spanish and/or other critical language(s) is a plus.

## **MATHEMATICAL SKILLS**

Ability to add, subtract, multiply and divided in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio and percent and to draw and interpret graphs.

## **REASONING ABILITY**

Ability to apply common sense understanding to carry out written or oral instructions. Ability to solve practical problems and deal with a variety of variables in situations that may arise.

## **OTHER SKILLS AND ABILITIES**

Ability to maintain composure under stressful conditions. Ability to develop effective working relationships with students, staff and the school community. Ability to perform duties with awareness of all district requirements and Board of Education policies. Ability to speak clearly and concisely in written or oral communication. Ability to use computers where applicable.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, sit, walk, talk and hear, reach with hands and arms, use hands to finger, handle or feel objects, equipment or controls. The employee frequently is required to climb or balance and stoop, kneel, crouch, crawl and lift. Specific vision abilities required by this job include close vision and peripheral vision. The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate. The employee will regularly work indoors and occasionally work outdoors.

*The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.*

*Winton Woods City Schools does not discriminate nor tolerate harassment in its employment opportunities, educational programs or activities for any reason including on the basis of race, color, religion, national origin, sex, disability, military status, ancestry, sexual orientation, age or genetic information.*



# New Course Approval Request

## Grades 7-12

In order to have a course considered for implementation into Winton Woods Middle and Winton Woods High Schools' curriculum, the following information must be submitted to the Department of Teaching & Learning. This is to ensure that all proposed courses are aligned to departmental, school, and district priorities.

**School:** WWHS

**Date Submitted:** 12/11/2018

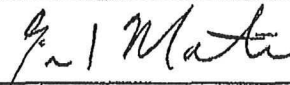
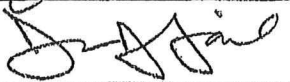
**Name of Course:** Honors Spanish 2

**Contact Person for Course Proposal:** JJ Lail

Email Address: lail.james@wintonwoods.org

Phone Extension: 6 5388

**Signatures:** To eliminate course duplication and to ensure full district communication, all signatures in the table below are required before course is submitted for consideration.

	Signature	School	Date
Principal		WWHS	12/12/18
Department Facilitator		WWHS	12/11/18

## Procedure

1. Complete the *New Course Approval Request Form*. Be sure that all signatures are obtained and that forms are filled out completely.
2. Submit the proposal to Building Principal.
3. Principal will review the proposal with appropriate advisory staff and committees.
4. Building Principal will submit course proposal to district leadership team.
5. Once finalized, the course will be submitted to the Board of Education for approval.



## **This Application Must Be Turned In To The Building Principal**

**\*Proposal due by Friday, January 21, 2011. \***

### **COURSE OUTLINE**

**Course Title: Honors Spanish 2**

**School: WWHS**

**Grade Level (s): All grades**

**Length of Course: Year**

**Department: Global Language**

**Credits: 1**

#### **Course Rationale:**

We want our students to be global citizens and to have the skills to engage and contribute to the global community. The best way we can do this in the Global Language department is to expose students to the vast opportunities that come with being bilingual and having an awareness of other cultures.

In order for that to happen we must continue to grow the Global Language program here at WWHS. The way we can do that is by offering classes that meet the needs and interests of our students. Offering an Honors level course at Spanish 2 will give students more of a choice about engaging in a Global Language class.

There are some students who want a College Prep (CP) experience in order to meet the requirements for college admissions. This would remain the focus of the CP track from Spanish 1-3. There are, however, students who are looking for a more engaging program in Global Language with more emphasis on culture and a deeper practice of language modalities.

The Honors Spanish 2 course will cover the same content as the CP classes but will move at a quicker pace which will provide more opportunities to go deeper into the language learning and practice.

# **New Course Approval Request**

## **Essential Components**

**Course Pre-Requisites:** Previous level of Spanish with a B and Teacher recommendation

**Teacher Certification Requirements:** Ohio Teaching License

**Anticipated Costs:** N/A

**Textbook:** N/A

**Technology:** N/A

**Student Fees:** N/A

**Teacher Resources:** N/A

**Projected Course Enrollment:** 80-100 students

**Person(s) Responsible for Designing Course and Writing Course of Study:** JJ Lail (along with other Spanish teachers)

# **New Course Approval Request**

## **Course Impact**

**Potential Scheduling Conflicts:** We won't be able to schedule an Honors level Spanish 2 during every bell so there is the possibility of conflicting with other classes.

**Potential Elimination of Existing Course(s) :** NONE

**Potential Need to Add Future Course(s) as a Result of Addition to Curriculum:** If the Chinese program grows we may want to do the same thing in Chinese.

**Impact on Students of Differing Abilities:** No impact

**Course Description:** Below

### **HONORS SPANISH II**

Grades: 9-12

Length: 1 year

Credit: 1 (0.5 weight)

Prerequisites: Spanish I (Recommended Grade of B in Spanish I and teacher recommendation)

Honors Spanish II begins with a review of the fundamentals of Spanish I and then concentrates on the further development of the 4 language skills: reading, writing, listening and speaking. Emphasis will be on practical and situational vocabulary and accurate pronunciation. Honors Spanish 2 is a fast-paced class designed for students who demonstrate a willingness to engage in a more thorough study of Spanish vocabulary, grammar and culture. A strong work ethic, along with a high degree of self-discipline and organization, is required for the student to be successful in this class.



# New Course Approval Request

## Grades 7-12

In order to have a course considered for implementation into Winton Woods Middle and Winton Woods High Schools' curriculum, the following information must be submitted to the Department of Teaching & Learning. This is to ensure that all proposed courses are aligned to departmental, school, and district priorities.

**School: WWHS**

**Date Submitted: 12/11/2018**

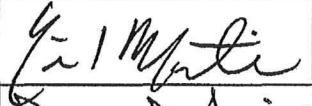
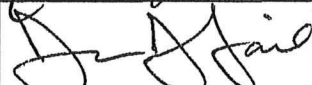
**Name of Course: Honors Spanish 3**

**Contact Person for Course Proposal: JJ Lail**

Email Address: lail.james@wintonwoods.org

Phone Extension: 6 5388

**Signatures:** To eliminate course duplication and to ensure full district communication, all signatures in the table below are required before course is submitted for consideration.

	Signature	School	Date
Principal		WWHS	12/12/18
Department Facilitator		WWHS	12/11/18

## Procedure

1. Complete the *New Course Approval Request Form*. Be sure that all signatures are obtained and that forms are filled out completely.
2. Submit the proposal to Building Principal.
3. Principal will review the proposal with appropriate advisory staff and committees.
4. Building Principal will submit course proposal to district leadership team.
5. Once finalized, the course will be submitted to the Board of Education for approval.

# **This Application Must Be Turned In To The Building Principal**

**\*Proposal due by Friday, January 21, 2011. \***

## **COURSE OUTLINE**

**Course Title: Honors Spanish 3**

**School: WWHS**

**Grade Level (s): 10 - 12**

**Length of Course: Year**

**Department: Global Language**

**Credits: 1**

### **Course Rationale:**

We want our students to be global citizens and to have the skills to engage and contribute to the global community. The best way we can do this in the Global Language department is to expose students to the vast opportunities that come with being bilingual and having an awareness of other cultures.

In order for that to happen we must continue to grow the Global Language program here at WWHS. The way we can do that is by offering classes that meet the needs and interests of our students. Offering an Honors level course at Spanish 2 will give students more of a choice about engaging in a Global Language class.

There are some students who want a College Prep (CP) experience in order to meet the requirements for college admissions. This would remain the focus of the CP track from Spanish 1-3. There are, however, students who are looking for a more engaging program in Global Language with more emphasis on culture and a deeper practice of language modalities.

The Honors Spanish 3 course will cover the same content as the CP class but will move at a quicker pace which will provide more opportunities to go deeper into the language learning and practice.

# **New Course Approval Request**

## **Essential Components**

**Course Pre-Requisites:** Previous level of Spanish with a B and Teacher recommendation

**Teacher Certification Requirements:** Ohio Teaching License

**Anticipated Costs:** N/A

**Textbook:** N/A

**Technology:** N/A

**Student Fees:** N/A

**Teacher Resources:** N/A

**Projected Course Enrollment:** 40 - 50 students

**Person(s) Responsible for Designing Course and Writing Course of Study:** JJ Lail (along with other Spanish teachers)



# **New Course Approval Request**

## **Course Impact**

**Potential Scheduling Conflicts:** We won't be able to schedule an Honors level Spanish 3 during every bell so there is the possibility of conflicting with other classes.

**Potential Elimination of Existing Course(s) :** NONE

**Potential Need to Add Future Course(s) as a Result of Addition to Curriculum:** If the Chinese program grows we may want to do the same thing in Chinese.

**Impact on Students of Differing Abilities:** No impact

**Course Description:** BELOW

### **HONORS SPANISH II**

Grades: 9-12

Length: 1 year

Credit: 1 (0.5 weight)

Prerequisites: Spanish I (Recommended Grade of B in Spanish I and teacher recommendation)

Honors Spanish II begins with a review of the fundamentals of Spanish 1 and then concentrates on the further development of the 4 language skills: reading, writing, listening and speaking. Emphasis will be on practical and situational vocabulary and accurate pronunciation. Honors Spanish 2 is a fast-paced class designed for students who demonstrate a willingness to engage in a more thorough study of Spanish vocabulary, grammar and culture. A strong work ethic, along with a high degree of self-discipline and organization, is required for the student to be successful in this class.

# WINTON WOODS 2019-2020 DISTRICT CALENDAR

Revised for BOE Approval 1-28-19

Jul-19						
MON	TUES	WED	THUR	FRI	TOTAL	
1	2	3	H/NS	5	0	
8	9	10	11	12	0	
15	16	17	18	19	0	
22	23	24	25	26	0	
29	30	31			0	
TOTAL STUDENT DAYS					0	
TOTAL STAFF DAYS					0	

Oct-19						
MON	TUES	WED	THUR	FRI	TOTAL	
	1	2	3	4	4	
7	8	9	10	11	5	
14	15	16	17 Q2	18 R	4	
21	22 PT	23	24 PT	25 RC	5	
28	29	30	31		4	
TOTAL STUDENT DAYS					22	
TOTAL STAFF DAYS					23	

Jan-20						
MON	TUES	WED	THUR	FRI	TOTAL	
		H/NS	2 NS	3 NS	0	
6 PD	7 Q3	8	9	10 RC	4	
13	14	15	16	17	5	
H/NS	21	22	23 PT	24	4	
27	28	29	30	31 MT	5	
TOTAL STUDENT DAYS					18	
TOTAL STAFF DAYS					19	

Apr-20						
MON	TUES	WED	THUR	FRI	TOTAL	
		1	2	3	3	
6	7	8	9	H/NS	4	
13 PD	14	15 MT	16	17	4	
20	21	22	23	24 IR	5	
27	28	29	30		4	
TOTAL STUDENT DAYS					20	
TOTAL STAFF DAYS					21	

Aug-19						
MON	TUES	WED	THUR	FRI	TOTAL	
			1	2	0	
5	6	7	8	9	0	
12 PD	13 PD	14 PD	15 PD	16 PD	0	
FD/Q1	20	21	22	23	5	
26	27	28	29	30	5	
TOTAL STUDENT DAYS					10	
TOTAL STAFF DAYS					15	

Nov-19						
MON	TUES	WED	THUR	FRI	TOTAL	
				1	1	
4	5	6	PT/SW	8 PD	3	
11	12	13	14	15 MT	5	
18	19	20	21	22 IR	5	
25	26	27*/NS	H/NS	H/NS	2	
TOTAL STUDENT DAYS					16	
TOTAL STAFF DAYS					19	

Feb-20						
MON	TUES	WED	THUR	FRI	TOTAL	
					0	
3	4	5	6 PT	7 IR	5	
10 PD	11	12	13	14	4	
H/NS	18	19	20	21	4	
24	25	26	27	28	5	
TOTAL STUDENT DAYS					18	
TOTAL STAFF DAYS					19	

May-20						
MON	TUES	WED	THUR	FRI	TOTAL	
				1	1	
4	5	6	7	8	5	
11	12	13	14	15	5	
18	19	20	LD/G	22 R	4	
H/NS	LDT/SW	27	28	29 RC	0	
TOTAL STUDENT DAYS					15	
TOTAL STAFF DAYS					17	

Sep-19						
MON	TUES	WED	THUR	FRI	TOTAL	
H/NS	3	4	5	6	4	
9	10	11	12 MT	13	5	
16	17	18	19	20 IR	5	
23	24	25	26	27	5	
30 PD					0	
TOTAL STUDENT DAYS					19	
TOTAL STAFF DAYS					20	

Dec-19						
MON	TUES	WED	THUR	FRI	TOTAL	
2	3	4	5	6	5	
9	10	11	12	13	5	
16	17	18	19	20	5	
23 NS	H/NS	H/NS	26 NS	27 NS	0	
30 NS	H/NS				0	
TOTAL STUDENT DAYS					15	
TOTAL STAFF DAYS					15	

Mar-20						
MON	TUES	WED	THUR	FRI	TOTAL	
2	3	4	5	6	5	
9	10	11	12 Q4	13	5	
16	17	18	19	20 RC	5	
23 NS	24 NS	25 NS	26 NS	27 NS	0	
30	31				2	
TOTAL STUDENT DAYS					17	
TOTAL STAFF DAYS					17	

Jun-20						
MON	TUES	WED	THUR	FRI	TOTAL	
1	2	3	4	5	0	
8	9	10	11	12	0	
15	16	17	18	19	0	
22	23	24	25	26	0	
29	30				0	
TOTAL STUDENT DAYS					0	
TOTAL STAFF DAYS					0	

G = Graduation

H= Holiday

IR = Interim Report Cards Distributed

LD = Last Day for Students

LDT = Last Day for Teachers

MT = Midterm

NS = No School for Students/Staff

PD= Professional Development Day/  
No School for Students

PT = Parent/Teacher Conferences

Q = Beginning of New Quarter

R = 1/2 Records / 1/2 PD / No Students

RC = Report Cards Distributed

SW = Staff Work/No School for Students

\*Conference Exchange Day

## TOTAL SCHOOL DAYS

Quarter 1: 41 days

Quarter 2: 41 days

Quarter 3: 44 days

Quarter 4: 44 days

Total 170 days

170 days

## TOTAL SCHOOL HOURS

Quarter 1: 267 hours

Quarter 2: 267 hours

Quarter 3: 286 hours

Quarter 4: 286 hours

Total 1105 hours

1105 hours

## Testing/Assessments: Feb thru May

185 Staff days

## TOTAL STAFF DAYS

Quarter 1: 47 days

Quarter 2: 45 days

Quarter 3: 46 days

Quarter 4: 47 days

Total 185 days

185 days



# WINTON WOODS 2020-2021 DISTRICT CALENDAR

DRAFT for BOE Approval 1-28-19

Jul-20						
MON	TUES	WED	THUR	FRI	TOTAL	
		1	2	H/NS	0	
6	7	8	9	10	0	
13	14	15	16	17	0	
20	21	22	23	24	0	
27	28	29	30	31	0	
TOTAL STUDENT DAYS					0	
TOTAL STAFF DAYS					0	

Oct-20						
MON	TUES	WED	THUR	FRI	TOTAL	
			1	2	2	
5	6	7	8	9	5	
12	13	14	15	16 Q2	5	
19 R	PT	21	22 PT	23	4	
26	27	28	29	30 RC	5	
TOTAL STUDENT DAYS					21	
TOTAL STAFF DAYS					22	

Jan-21						
MON	TUES	WED	THUR	FRI	TOTAL	
				H/NS	0	
4 PD	5 Q3	6	7	8 RC	4	
11	12	13	14 PT	15	5	
H/NS	19	20	21 PT	22	4	
25	26	27	28	29	5	
TOTAL STUDENT DAYS					18	
TOTAL STAFF DAYS					19	

Apr-21						
MON	TUES	WED	THUR	FRI	TOTAL	
			1	2	2	
5	6	7	8	H/NS	4	
12 PD	13	14	15 MT	16	4	
19	20	21	22	23 IR	5	
26	27	28	29	30	5	
TOTAL STUDENT DAYS					20	
TOTAL STAFF DAYS					21	

Aug-20						
MON	TUES	WED	THUR	FRI	TOTAL	
3	4	5	6	7	0	
10 PD	11 PD	12 PD	13 PD	14 PD	0	
FD/Q1	18	19	20	21	5	
24	25	26	27	28	5	
31					1	
TOTAL STUDENT DAYS					11	
TOTAL STAFF DAYS					16	

Nov-20						
MON	TUES	WED	THUR	FRI	TOTAL	
2	3	4	PT/SW	6 PD	3	
9	10	11	12	13 MT	5	
16	17	18	19	20 IR	5	
23	24	25 NS*	H/NS	H/NS	2	
30					1	
TOTAL STUDENT DAYS					16	
TOTAL STAFF DAYS					19	

Feb-21						
MON	TUES	WED	THUR	FRI	TOTAL	
1	2	3	PT/MT	5	5	
8 PD	9	10	11	12 IR	4	
H/NS	16	17	18	19	4	
22	23	24	25	26	5	
					0	
TOTAL STUDENT DAYS					18	
TOTAL STAFF DAYS					19	

May-21						
MON	TUES	WED	THUR	FRI	TOTAL	
3	4	5	6	7	5	
10	11	12	13	14	5	
17	18	19	G	LD	5	
LDT/RD	25	26	27	28	0	
H/NS					0	
TOTAL STUDENT DAYS					15	
TOTAL STAFF DAYS					16	

Sep-20						
MON	TUES	WED	THUR	FRI	TOTAL	
	1	2	3	4	4	
H/NS	8	9	10	11 MT	4	
14	15	16	17	IR	5	
21	22	23	24	25	5	
28 PD	29	30			2	
TOTAL STUDENT DAYS					20	
TOTAL STAFF DAYS					21	

Dec-20						
MON	TUES	WED	THUR	FRI	TOTAL	
	1	2	3	4	4	
7	8	9	10	11	5	
14	15	16	17	18	5	
21 NS	22 NS	23 NS	H/NS	H/NS	0	
28 NS	29 NS	30 NS	H/NS		0	
TOTAL STUDENT DAYS					14	
TOTAL STAFF DAYS					14	

Mar-21						
MON	TUES	WED	THUR	FRI	TOTAL	
1	2	3	4	5	5	
8	9	10	11 Q4	12 R	4	
15	16	17	18	19 RC	5	
22 NS	23 NS	24 NS	25 NS	26 NS	0	
29	30	31			3	
TOTAL STUDENT DAYS					17	
TOTAL STAFF DAYS					18	

Jun-21						
MON	TUES	WED	THUR	FRI	TOTAL	
	1	2	3	4	0	
7	8	9	10	11	0	
14	15	16	17	18	0	
21	22	23	24	25	0	
28	29	30			0	
TOTAL STUDENT DAYS					0	
TOTAL STAFF DAYS					0	

Testing/Assessments: Feb thru May

G = Graduation

H= Holiday

IR = Interim Report Cards Distributed

LD = Last Day for Students

LDT = Last Day for Teachers

MT = Midterm

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\*Conference Exchange Day

## TOTAL SCHOOL DAYS

Quarter 1: 42 days

Quarter 2: 40 days

Quarter 3: 44 days

Quarter 4: 44 days

Total 170 days

170 days

## TOTAL SCHOOL HOURS

Quarter 1: 273 hours

Quarter 2: 260 hours

Quarter 3: 286 hours

Quarter 4: 286 hours

Total 1105 hours

1105 hours

185 Staff days

## TOTAL STAFF DAYS

Quarter 1: 48 days

Quarter 2: 44 days

Quarter 3: 46 days

Quarter 4: 47 days

Total 185 days

185 days