

Winton Woods Board Of Education
Minutes
Regular Meeting - January 28, 2013

The Winton Woods Board of Education met in Regular Session on Monday, January 28, 2013 at the Board Office, 1215 W. Kemper Road, Cincinnati, Ohio. President Cleary 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: Mrs. Cindy Emmert, Mr. Eric Thomas and Mr. Tim Cleary. Absent were Mrs. Kim Burns and Mr. John Pennycuff. Also present were: Mr. Jim Smith, Interim-Superintendent and Mr. Randy Seymour, Treasurer.

DISTRICT HONORS, RECOGNITIONS, GIFTS AND BEQUESTS

January is School Board Recognition Month – The students, staff and communities of the Winton Woods City Schools join the Ohio School Board Association to honor the exemplary leadership, service and endless hours of dedication given by Winton Woods Board Members in behalf of our school district and its communities.

We thank our Board Members – President Tim Cleary, Vice-President, Kim Burns and Board Members, Cindy Emmert, John Pennycuff and Eric Thomas. Winton Woods High School Student Council President, Dujour Wills, presented certificates of appreciation on behalf of the OSBA to our Board Members.

Special Recognition

Word of Deliverance Ministries for the World, Inc.-Bishop Bobby Hilton

The Board of Education expressed its deep appreciation to Bishop Hilton and his church for their generous support of the Winton Woods City School District by hosting the men's and women's STEM Conferences, without which would not be possible.

Gifts

Meijer-Mike Denison, Store Director

The Meijer store in Fairfield, Ohio donated 34 brand new bikes and a \$150 gift card (valued at \$3,400-\$6,800) to Winton Woods Primary South as a holiday give-away to economically disadvantaged students. The Board of Education thanks Meijer for its generosity and support of our students.

PUBLIC COMMENTS

Dr. Brandon Wiers, Concerned Citizens for Improved Schools, briefly addressed the Board concerning Board committees and Superintendent criteria.

Mr. Thad Willard, Citizen, briefly addressed the Board concerning student achievement and teacher effectiveness.

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APPROVAL OF MINUTES

The minutes of the following meetings were approved as presented.

Regular Board Meeting – December 10, 2012

Organizational Meeting – January 8, 2013

TREASURER'S REPORT

Without objection, the Financial Statements for the month of December, 2012 were filed for audit.

TREASURER'S RECOMMENDATIONS

Without objection, the Investments report for the month of December, 2012 was approved and filed for audit.

	INVESTMENT	INTEREST	RATE
STAR OHIO Money Market	\$ 1,696,629	\$ 115	0.09%
5th/3rd Money Market – includes earning credit.	8,415,857	1,383	0.20%
Certificates of Deposits: Fifth Third Bank (100% Collat.)	300,000	545	2.14%
Total	<u>\$10,412,486</u>	<u>\$2,043</u>	

REPORTS OF THE SUPERINTENDENT

- (a) Upcoming School Events
- (b) BLT Meeting Reports

Six Month Academic Improvement Plan Update

Executive Director of Teaching and Learning, Dr. Terri Socol, updated the Board on the progress of the Six Month Academic Improvement Plan.

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REPORTS OF THE SUPERINTENDENT (CONT.)

FY13 Winter Projections

Executive Director of Teaching and Learning, Dr. Terri Socol, presented the winter data for strategies to improve Academic Rating in fiscal year 2013. (Attached)

Capital Improvement Report

Mr. Steve Denny, Executive Director of Accountability & Business Affairs, reviewed for the Board the District's Capital Improvements and costs. (Attached)

Summary of Parent Focus Groups

Mr. Jim Smith, Interim Superintendent, presented the findings of the Parent Expectation Focus Groups for the Board's review. (Copy of the report is available from the Office of the Superintendent)

SUPERINTENDENT'S RECOMMENDATIONS

01-15-13 On a motion by Mrs. Emmert, seconded by Mr. Thomas to approve the personnel schedules, as presented.

Schedule A – Resignations

Janis Acus, Intervention Spec., WWES, effective 3/1/2013, personal
Angela Byrd, Kdg. Teacher, WWPN, effective 12/31/2012, retirement
Willie Evans, Bus Driver, effective 1/31/2013, retirement
Michaela Noel, Teacher, currently on Leave of Absence, effective 12/14/2012, personal
Sherry Hicks, Bus Driver, effective 12/21/2012, personal
Jana Thompson, Spec. Ed. Assistant, WWPS, effective 2/9/2013, personal
Michael Waller, Spec. Ed. Assistant, Leave of Absence, effective 12/31/2012, disability retirement

Schedule B – Personnel Employment – Certificated

Substitute Teachers: General Fund @\$85/diem, effective 2011/12 contract year

Emma Bowers, effective 1/8/2013
Danielle Brown, effective 1/14/13
Catherine Carhartt, effective 1/4/13
Robert Dennis, effective 1/11/13
Leigha Kurz, effective 12/18/12
Eric Lawson, effective 1/14/13
Darren Vensil, effective 1/22/13

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SUPERINTENDENT'S RECOMMENDATIONS (CONT.)

Schedule B – Personnel Employment – Certificated (Cont.)

Eric Martin, Substitute Administrator, \$95/diem, effective 12/19/12

Schedule C – Personnel Employment – Support Staff

Daniel Oliver, Security Monitor (Recall from RIF), WWHS, \$16.07/hr., effective 1/7/13

Karen Cooper, Sub Bus Driver, \$14.56/hr., effective 12/12/12

Leyanne Evans, Sub Food Service, \$10.71/hr., effective 1/7/13

Bill Gillespie, Sub Custodian, \$12.38/hr., effective 12/13/12

Mia Harris, Sub Bus Driver, \$14.56/hr., effective 12/12/12

Rebecca Helton, Sub Bus Driver, \$14.56/hr., effective 12/12/12

Casey Fisher, Spec Ed Asst., WWPS, \$14.97/hr., effective 12/20/12

Barbara Stifel, Spec Ed Asst., WWPS, \$16.84/hr., effective 2/11/13

Phyllis Collier, Spec Ed Asst., WWPS, \$16.84/hr., effective 2/11/13

Brenda Ryan, Sub Spec Ed Asst., \$12.06/hr., effective 1/25/13

Brenda Ryan, Sub Clerical, \$12.06/hr., effective 1/25/13

Schedule D – Personnel Employment – Certificated and Non-Certificated (including extra duties)

WWMS Extra-duty positions: General Fund; effective 2012/13 contract year

Tracey Cox, Spelling Bee Coordinator, \$150.00

Supplemental Positions: Asia Society Grant, effective 2012/13 contract year

Mary Grace Spalding, Mentor teacher for Chinese teacher \$1,000.00

Lisa Giblin, Mentor teacher for Chinese teacher, \$1,000.00

Supplemental Positions: General Fund, effective 2012/13 contract year

Cris Cornelssen, WWIS, Mentor teacher, \$1,000.00

Piano Accompanists WWHS and WWMS: General Fund, \$27/hr. up to 255 hours combined, effective 1/7/13

David Engle

Roxanne Engle

Schedule changes – WWMS extra-hours

Deborah Campbell, 25 hrs. @ hourly rate of pay, effective 2012/13 contract year

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SUPERINTENDENT'S RECOMMENDATIONS (CONT.)

Schedule D – Personnel Employment – Certificated and Non-Certificated (including extra duties) (Cont.)

Stipend from U.C. for Mentors of Student Teachers - Fall Semester 2012: General Fund, effective 2012/13 contract year

Melissa Assum, WWIS, \$300.00
David Bell, WWHS, \$300.00
Kathy Rodriguez, WWES, \$300.00
Laura Burton, WWHS, \$600.00
Shannon Curran, WWHS, \$600.00
Jennifer Henson, WWHS, \$200.00

Stipend from Miami Univ. for Mentors of Student Teachers – Fall Semester 2012: General Fund, effective 2012/13 contract year

Liu Li, WWMS, \$600.00
Kathleen Barger, WWMS, \$600.00
Maureen Globig, WWPS, \$300.00
Deborah Sutorius, WWHS, \$100.00
Nancy Galster, WWHS, \$500.00

Stipend from Mt. St. Joseph for Mentors of Student Teachers – Fall Semester 2012: General Fund, effective 2012/13 contract year

Gina McGuire, WWES, \$500.00
Barbette Kirk, WWMS, \$200.00

Stipend from N.K.U. for Mentors of Student Teachers – Fall Semester 2012: General Fund, effective 2012/13 contract year

Janna Frank, WWMS, \$125.00

Schedule E – Leaves

Robyn Cross, Food Service, effective 10/1/12 – 1/11/13, F.M.L.A.
Katherine Davis, Teacher, WWPS, effective 3/11/13-5/28/13, F.M.L.A.
Ellie Gelhot, Teacher, WWES, effective 1/11/13-2/11/13, F.M.L.A.
Maria Gillespie, Teacher, WWHS, effective 12/11/12, F.M.L.A.
Richard Hackman, User Support Analyst, Tech. Dept., effective 2/7/13-4/5/13, F.M.L.A.
Sarah McSwain, Teacher, WWHS, effective 2/25/13-5/3/13, F.M.L.A.
Tracy Senker, Special Ed. Asst., WWPS, effective 1/28/13-intermittent days, F.M.L.A.
Deborah Campbell, Clerical, WWMS, effective 1/22/13-3/2/13, F.M.L.A.
Sandra McCormick, Food Service, WWIS, effective 1/14/13-4/1/13, F.M.L.A.

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SUPERINTENDENT'S RECOMMENDATIONS (CONT.)

Schedule H – Recall

Recall based upon seniority

Daniel Oliver, Recalled to Security Monitor-Part Time, WWHS, effective 1/7/13

Vote: Mrs. Emmert, Aye; Mr. Thomas, Aye; Mr. Cleary, Aye.

President Cleary declared the motion carried.

High School Course of Study and Endorsements for 2013-2014

01-16-13 On a motion by Mrs. Emmert, seconded by Mr. Thomas to approve the High School Course of Study and Endorsements for 2013-2014, as presented. (Copy available from office of Teaching & Learning)

Vote: Mrs. Emmert, Aye; Mr. Thomas, Aye; Mr. Cleary, Aye.

President Cleary declared the motion carried.

High School Summer School

01-17-13 On a motion by Mrs. Emmert, seconded by Mr. Thomas to approve the 2013 High School Summer Programs, as presented. (Attached)

Vote: Mrs. Emmert, Aye; Mr. Thomas, Aye; Mr. Cleary, Aye.

President Cleary declared the motion carried.

Proposal for Overnight/Extended Student Trips

01-18-13 On a motion by Mrs. Emmert, seconded by Mr. Thomas to approve the following proposals for Overnight/Extended Student trips:

- Washington, D.C., February 7-10, 2013, WWHS 10th grade A.G.S.
- Little Rock & Perryville, AR., March 23-26, 2013, WWHS 9th grade A.G.S.
- Camp Campbell Gard, Hamilton, OH., May 13-15, 2013, WWIS

Vote: Mrs. Emmert, Aye; Mr. Thomas, Aye; Mr. Cleary, Aye.

President Cleary declared the motion carried.

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SUPERINTENDENT'S RECOMMENDATIONS (CONT.)

Resolution – National School Counselors Week – February 4-8, 2013

01-19-13 On a motion by Mrs. Emmert, seconded by Mr. Thomas to approve the Resolution recognizing National School Counselors Week February 4-8, 2013, as presented. (Resolution attached)

Vote: Mrs. Emmert, Aye; Mr. Thomas, Aye; Mr. Cleary, Aye.

President Cleary declared the motion carried.

BOARD OF EDUCATION REPORTS

- | | |
|---|---------------------------|
| • Legislative Report | No Report |
| • Great Oaks Career Technical Center Report | Mrs. Cindy Emmert, Member |
| • Financial Advisory Report | No Report |

COMMENTS FROM MEMBERS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Thomas presented for the Board's consideration, as a first reading, a resolution "Adopting Board of Education Operating Protocol". (Attached)

COMMENTS TO THE BOARD OF EDUCATION FROM THE ASSOCIATIONS

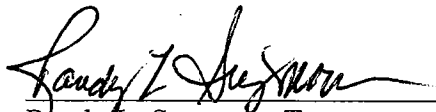
WWTA REPRESENTATIVE No Report

OAPSE REPRESENTATIVE No Report

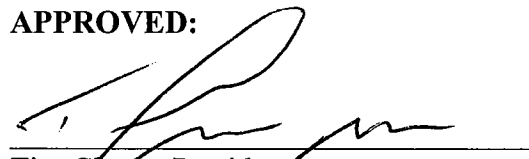
ADJOURNMENT

There being no further business, President Cleary declared the meeting adjourned at 9:48 p.m.

ATTEST:


Randy L. Seymour, Treasurer

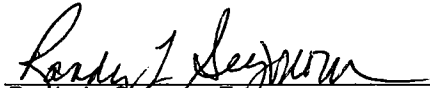
APPROVED:


Tim Cleary, President

WINTON WOODS CITY SCHOOLS
Bank Reconciliation Statement
December 2012

Fund Balance			Book Balance		Bank Balance	
001	General Fund	\$8,095,118.95	Beginning Balance	\$8,399,651.07	Fifth Third Bank	\$8,415,856.88
003	Permanent Improvement	770,003.02			Petty Cash	2,550.00
006	Lunchroom	362,607.41	Plus: Receipts	23,885,237.46	F/S Petty Cash	850.00
007	Special Trust	43,247.51	Less: Expenditures	(22,465,579.59)	Ath Petty Cash	1,500.00
018	Public School Support	44,392.82				
019	Local Grants	41,920.38				
200	Activity Fund	32,250.22				
300	Athletic Fund	94,155.48	Ending Balance	9,819,308.94	Total	8,420,756.88
401-9012	Auxillary Services - JPll	149,779.37				
461-9013	HSTW	483.28				
506-9013	RttT	80,633.00	Outstanding Warrants:		Investments:	
506-9913	RttT-New Tech	4,763.00				
516-9013	IDEA-B	31,633.49	Fifth Third Bank	598,645.78	Certificates of Deposit	300,000.00
524-9012	Career Education	99.94			EZPay Account	
524-9013	Career Education	6,651.13			Food Service	200.00
533-9013	Title II-D Technology	0.00			General Acct	315.00
536-9013	Title I School Improvement	4,338.36			Star Bank	1,696,629.42
551-9013	Title III LEP	3,857.45				
551-913I	Title III LEP Immigrant	(1,159.66)				
572-9013	Title I	52,398.53				
587-9013	ESCE IDEA-B	117.00				
590-9013	Title II-A Improving Teacher Quality	2,018.26				
			Total	598,645.78	Total	1,997,144.42
			Book Adjustments		Bank Adjustments	
					From Payroll	53.42
			Total	0.00	Total	0.00
Total Fund Balance		9,819,308.94	Book Balance	9,819,308.94	Bank Balance	8,420,756.88
Plus: outstanding warrants		598,645.78	Plus: outstanding warrants	598,645.78	Plus: investments	1,997,144.42
		0.00	Plus: book adjustments	0.00	Plus: bank adjustments	53.42
Adjusted Fund Balance		<u>\$10,417,954.72</u>	Adjusted Book Balance	<u>\$10,417,954.72</u>	Adjusted Bank Balance	<u>\$10,417,954.72</u>

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


Randy L. Seymour, Treasurer

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WINTON WOODS CITY SCHOOLS

General Fund Receipts

December 31, 2012

	<u>Estimated Revenue</u>	<u>% of Revenue</u>	<u>Revenue MTD</u>	<u>Revenue FYTD</u>	<u>Percentage Received</u>
Local:					
Real Estate Taxes	\$21,915,000	52.59%	\$0	\$10,649,587	49%
Personal Property	0	0.00%	0	3,770	0%
Tuition (1)	1,340,000	3.22%	35,628	606,310	45%
Interest	10,000	0.02%	1,527	9,153	92%
Student Fees	159,800	0.38%	4,322	88,802	56%
Rental Fees	225,200	0.54%	15,327	101,776	45%
Other (2)	767,600	1.84%	3,160	294,447	38%
Total Local Revenue	<u>24,417,600</u>	<u>58.59%</u>	<u>59,964</u>	<u>11,753,845</u>	<u>48%</u>
State:					
Foundation Fund	13,515,000	32.43%	1,161,857	6,810,197	50%
Homestead & Rollback	2,740,000	6.57%	0	1,393,684	51%
Other (3)	821,000	1.97%	2,224	357,137	44%
Total State Revenue	<u>17,076,000</u>	<u>40.98%</u>	<u>1,164,081</u>	<u>8,561,018</u>	<u>50%</u>
Federal:					
Medicaid/E-Rate	<u>180,000</u>	<u>0.43%</u>	<u>3,999</u>	<u>153,538</u>	<u>85%</u>
Total Federal Revenue	<u>180,000</u>	<u>0.43%</u>	<u>3,999</u>	<u>153,538</u>	<u>85%</u>
Return of Advances/Trans-In	0	0.00%		0	0%
Refund of Prior Yr. Exp.	<u>0</u>	<u>0.00%</u>	<u>0</u>	<u>0</u>	<u>0%</u>
Total	<u>0</u>	<u>0.00%</u>	<u>0</u>	<u>0</u>	<u>6%</u>
GRAND TOTAL	<u><u>\$41,673,600</u></u>	<u><u>100.00%</u></u>	<u><u>\$1,228,044</u></u>	<u><u>\$20,468,401</u></u>	<u><u>49.12%</u></u>

(1) Includes summer school, special ed., driver ed., regular classes

(2) Includes trans. fees, fines, phone commissions, vandalism, sale of assets

(3) Includes driver ed. reimbursement, vocational teacher travel reimb., bus purchase allowance

WINTON WOODS CITY SCHOOLS
General Fund Expenditures by Object
December 31, 2012

	<u>Appropriation</u>	<u>% Total</u> <u>Appr.</u>	<u>Expended</u> <u>FYTD</u>	<u>Encumbered</u> <u>FYTD</u>	<u>Balance</u>	<u>% Spent</u>
Personal Services (100)	\$22,786,200	54.66%	\$10,585,831	\$0	\$12,200,369	46.46%
Fringe Benefits (200)	8,711,500	20.90%	3,928,070	56,919	4,726,511	45.74%
Purchased Services (400)	7,617,400	18.27%	3,232,305	2,253,339	2,131,756	72.01%
Materials & Supplies (500)	1,298,850	3.12%	825,592	148,934	324,324	75.03%
Capital Outlay - New (600)	313,500	0.75%	187,071	15,693	110,736	64.68%
Other (800)	834,350	2.00%	397,912	14,762	421,676	49.46%
Transfers/Advances (900)	126,200	0.30%	0	0	126,200	0.00%
Total	\$41,688,000	100.00%	\$19,156,781	\$2,489,647	\$20,041,572	51.92%

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:

FY13 Permanent Appropriations	\$41,688,000
FY12 Carryover Encumbrances	85,719
Total Appropriations	\$41,773,719

WINTON WOODS CITY SCHOOLS
General Fund Expenditures by Function
December 31, 2012

		% Total	Expended	Encumbered		
	<u>Appropriation</u>	<u>Appr.</u>	<u>FYTD</u>	<u>FYTD</u>	<u>Balance</u>	<u>% Spent</u>
Regular (1100)	\$18,823,650	45.15%	\$8,856,095	\$95,841	\$9,871,714	47.56%
Special (1200)	5,679,400	13.62%	2,307,513	943,667	2,428,220	57.25%
Vocational (1300)	325,100	0.78%	69,113	2,527	253,460	22.04%
Pupils (2100)	2,157,700	5.18%	1,024,031	98,651	1,035,018	52.03%
Instructional Staff (2200)	2,356,200	5.65%	1,135,679	17,698	1,202,823	48.95%
Board of Education (2300)	142,100	0.34%	91,009	27,136	23,955	83.14%
School Adm. (2400)	3,191,950	7.66%	1,591,557	9,927	1,590,466	50.17%
Fiscal Services (2500)	1,315,550	3.16%	613,968	38,053	663,529	49.56%
Business Services (2600)	391,100	0.94%	162,160	116,446	112,494	71.24%
Oper. of Plant (2700)	3,206,750	7.69%	1,449,801	818,428	938,521	70.73%
Pupil Trans. (2800)	2,294,900	5.50%	1,028,297	235,443	1,031,160	55.07%
Statistical Services (2900)	982,200	2.36%	513,464	61,669	407,067	58.56%
Community Services (3000)	29,200	0.07%	23,911	878	4,411	84.89%
Extracurricular (4000)	614,000	1.47%	255,948	1,733	356,319	41.97%
Capital Outlay (5000)	52,000	0.12%	34,235	21,550	(3,785)	107.28%
Contingencies (7000)	126,200	0.30%	0	0	126,200	0.00%
Total	\$41,688,000	100.00%	\$19,156,781	\$2,489,647	\$20,041,572	51.92%

Functions:

Instruction (1100 – 1300): 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:

FY13 Permanent Appropriations	\$41,688,000
FY12 Carryover Encumbrances	85,719
Total Appropriations	\$41,773,719

WINTON WOODS CITY SCHOOLS

Year To Date Summary as of
December 31, 2012

FUND	Beginning Balance	FYTD Revenues	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001 General	\$6,783,499	\$20,468,401	\$19,156,781	\$8,095,119	\$2,489,647	\$5,605,472
Special Revenue Funds:						
018 Public School Support	39,644	43,707	38,958	44,393	21,234	23,159
019 Other Grants	43,335	16,608	18,023	41,920	10,465	31,455
300 District Managed Activity	88,858	129,857	124,963	93,752	58,709	35,043
401 Auxiliary Services	95,505	147,231	92,957	149,779	112,072	37,707
451 Data Communication	0	5,400	5,400	0	5,400	(5,400)
461 Vocational Ed Enhancements	0	6,056	5,573	483	465	18
506 Race to the Top	60,459	377,486	352,549	85,396	85,196	200
516 IDEA	207,551	399,651	575,569	31,633	33,352	(1,719)
524 Vocational Education	100	8,100	1,449	6,751	0	6,751
533 Title II-D Technology	3,459	4,683	8,142	0	0	0
536 Title I School Improvement	0	65,997	61,659	4,338	216,841	(212,503)
551 Limited English Proficiency	2,610	39,193	39,105	2,698	4,087	(1,389)
572 Title I	92,963	584,257	624,821	52,399	46,695	5,704
587 IDEA Early	1,589	9,910	11,382	117	0	117
590 Title II-A	2,579	51,124	51,685	2,018	826	1,192
Capital Projects Funds:						
003 Building	502,302	836,768	569,067	770,003	93,010	676,993
007 Special Trust	33,843	16,954	7,549	43,248	1,799	41,449
Agency Funds:						
200 Student Activity	37,432	6,351	12,830	30,953	2,177	28,776
Enterprise Funds:						
006 Food Services	402,222	667,504	707,119	362,607	152,199	210,408
Total	<u>\$8,397,950</u>	<u>\$23,885,238</u>	<u>\$22,465,581</u>	<u>\$9,817,607</u>	<u>\$3,334,174</u>	<u>\$6,483,433</u>

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Cultivating a World Class Education

WINTON WOODS

CITY SCHOOL DISTRICT

Central Office

1215 W. Kemper Road

Cincinnati, OH 45240

513.619.2300 *ph*

513.619.2309 *fx*

www.wintonwoods.org

TO: WWCSO Board of Education
FROM: Randy Seymour, Treasurer
DATE: January 16, 2013
SUBJECT: December Investments

The Treasurer requests official approval of the following investment of interim funds made December 31, 2012.

	<u>Investment</u>	<u>Interest</u>	<u>Interest Rate</u>
Money Markets:			
Star Ohio	\$1,696,629	\$115	0.09%
5th/3rd	<u>8,415,857</u>	<u>1,383</u>	0.20% Includes earning credit
Certificates of Deposits:			
Fifth Third Bank (100% Collat)	<u>300,000</u>	<u>545</u>	2.14%
Total	<u>\$10,412,486</u>	<u>\$2,043</u>	

SUPERINTENDENT'S WORK PLAN 2012-2013

Goal: **Improve the district's academic rating in FY13.**

Objective 1: Increase instructional rigor of reading, math & science teachers.

Measure 1: The percent of rigorous lessons, as indicated by Bloom's Taxonomy levels 4-6 on Learning Walks, will increase a total of 25 percentage points, as compared to FY12 data.

Strategy 1: Focus professional development on aligning the curriculum to and implementing the Common Core Standards, as evidenced by higher-level lesson plans, questions, and classroom activities and assignments.

**Table 1 Percent of Rigorous Lessons
Reading, Math & Science at Grades 3-8 & 10**

Mar 2012	Dec 2012	Mar 2013	Change
26.3%	16%		

Responsible Executive Director: Dr. Terri Socol

SUPERINTENDENT'S WORK PLAN 2012-2013

Goal: Improve the district's academic rating in FY13.

Objective 2: Modify instruction for groups of students, based on formative assessment data.

Measure 2: 100% of core subject-area/grade-level teams will demonstrate the effect of their instructional modifications using Teacher-Based-Team (TBT) documentation by March 2013.

Strategy 2: Engage teachers in data analysis, intervention, and differentiation through the Teacher-Based-Team (TBT) process.

Table 2 Instructional Intervention

**Percent of Teacher-Based Teams that Demonstrate
the Effect of Their Instructional Modifications
Reading & Math at Grades K-12**

Oct 2012	Dec 2012	Mar 2013
97.1%	100%	

Responsible Executive Director: Steve Denny

SUPERINTENDENT'S WORK PLAN 2012-2013

Goal: Improve the district's academic rating in FY13.

Objective 3: Strengthen performance of teachers in FY13 who received a value-added rating of below average in FY12.

Measure 3: At least 80% of the math and reading teachers who received a below average value-added rating in FY12 will receive a rating at least one category higher in FY13.

Strategy 3: Develop, support, and monitor a FY13 improvement plan with each teacher who is rated "least effective" or "approaching average".

**Table 3 Improvement in Value-Added Measure
Reading & Math, Grades 3-8**

# of Teachers Rated Below Average in 2012	# of Same Teachers Who Improved Rating in 2013	% Change
25 (39%)		

Responsible Executive Director: Courtney Wilson

Assessment Dashboard
Percent Projected to Pass OAA* and OGT**

Reading Gr. 3	Sept	Dec	Mar
	31%	58%	

Reading Gr. 4	Sept	Dec	Mar
	42%	67%	

Reading Gr. 5	Sept	Dec	Mar
	56%	52%	

Reading Gr. 6	Sept	Dec	Mar
	46%	59%	

Reading Gr. 7	Sept	Dec	Mar
	51%	49%	

Reading Gr. 8	Sept	Dec	Mar
	69%	82%	

Reading Gr. 10	Sept	Dec
	60%	65%

*OAA Teacher Projection Based on Data (e.g., Previous Year OAA; Current Year DIBELS, SRI, DSA; Value-Added Projection, Dec/Mar Benchmarks)

**Grade 10 OGT Teacher Projection Based for Data (e.g., Previous Year End-of-Course Exam; Current Year Value-Added Projection, Dec Benchmark)

Responsible Principals: Kendell Dorsey, Rachael Phillips, Lisa Votaw,
 Terri Holden

Assessment Dashboard
Percent Projected to Pass OAA* and OGT**

Math Gr. 3	Sept	Dec	Mar
	18%	33%	

Math Gr. 4	Sept	Dec	Mar
	26%	41%	

Math Gr. 5	Sept	Dec	Mar
	33%	34%	

Math Gr. 6	Sept	Dec	Mar
	40%	38%	

Math Gr. 7	Sept	Dec	Mar
	30%	45%	

Math Gr. 8	Sept	Dec	Mar
	49%	48%	

Math Gr. 10	Sept	Dec
	42%	59%

*OAA Teacher Projection Based on Data (e.g., Previous Year OAA; Current Year DIBELS, SRI, DSA; Value-Added Projection, Dec/Mar Benchmarks)

**Grade 10 OGT Teacher Projection Based on Data (e.g., Previous Year End-of-Course Exam; Current Year Value-Added Projection, Dec Benchmark)

Responsible Principals: Kendell Dorsey, Rachael Phillips, Lisa Votaw,
Terri Holden

CAPITAL IMPROVEMENTS REPORT by Category -- 2012							
BUILDING	CATEGORY	CAPITAL IMPROVEMENT	COST	PO #	MONTH	VENDOR	NOTE
HS	ELECTRICAL	Removal of electrical circuits from wing walls to be demoted in modular classroom complex	\$1,878	330027	August	TMI Electric	
MS	ELECTRICAL	Reroute electricity for MS stadium lights turn on switch (approx. amount)	\$2,000	330027	December	TMI Electric	
HS	FLOORING	Repair floor in HS AGS Modular classroom complex modular modification project	\$2,950	330428	July	Colwell Flooring	
PN	FLOORING	Tear out carpet in PN Music Room & replace with tile	\$2,950	331381	November	Colwell Flooring	
PS	FLOORING	Remove carpet from Nurses area at PS - replace with sanitary tile	\$400	N/A	December	WWCSD	
HS	FURNITURE	Replace secure lined acid cabinet in Chemistry Lab	\$1,271	331151	September	Flinn	
HS	FURNITURE	Purchase AGS tables with casters & 150 chairs for F113 (GRANT)	\$20,100	330411	June	Sexton & Associates	
HS	FURNITURE	Economy Storage Cabinets for AGS (2)	\$743	322307	April	Sexton & Associates	
HS	FURNITURE	AGS - 18" Chairs (144) for AGS expansion Year 2	\$4,745	322307	April	Sexton & Associates	
MS	FURNITURE	AGS - Specialized horseshoe tables for AGS instruction 2012-2013 (4 total)	\$831	322382	April	School Outfitters	
MS	FURNITURE	Humanities - Purchase trapezoidal tables for MS Humanities class (10)	\$1,164	330145	July	Sexton & Associates	
MS	FURNITURE	Humanities - Purchase student chairs for MS Humanities class (30)	\$1,069	330452	July	Sexton & Associates	
HS	LIGHTING	Replace/repair 10 - 11 auditorium fixtures & replace all 35 lamps/bulbs	\$3,944	330537	August	TMI Electric	
ES	MASONRY	Recaulk & resal bridge and windowframes on west & south side of school	\$7,675	330427	August	Lauer Masonry & Restoration	
ES	MASONRY	Repair porch concrete & color match concrete	\$500	N/A	July	WWCSD	
BG	MISC	Replace stolen bus batteries and cut terminal cables	\$1,011	331352	November	Canter Batteries	
CB	MISC	Replace plexiglass window & install large plate glass window above SE stairwell	\$1,098	330712	August	Hillob Glass	
CB	MISC	Repair PA functionality in rooms 201 - 207 & 209	\$3,500	330049	December	Cincinnati Alarm Systems, Inc.	
HS	MISC	Athletic Dept washing machine repair	\$117	322035	February	H-M Laundry & Drycleaning Servs	
HS	MISC	Repair, patch & resripe all-weather track	\$950	330843	September	Bumblebee Line Stripping	
HS	MISC	Repair/replace HS Gym Amplifier	\$2,400	322305	April	Dunlap Industries	
HS	MISC	3-year extended service warranty for new HS PA system head unit	\$1,296	330075	July	Industrial Communication & Sound	
HS	MISC	AGS - Modular structural modification work (merge 2 dual classrooms) (NTN Innovative Practices Grant-funded)	\$18,973	330412	July	Saurber Construction	
HS	MISC	Reboard HS Visitor side stadium bleachers	\$4,000	N/A	September	WWCSD	
HS	MISC	Intercom PA head unit replacement (Permanent Improvement \$)	\$9,985	322585	June	Industrial Communication & Sound	
JP2	MISC	Modular Demo at Jon Paul II Consolidated School & restoration of landscapes	\$9,400	322081	March	Zillig	
MS	MISC	Remove temporary wall between 125 & 127 (additional dumpster cost)	\$500	N/A	June	WWCSD	
MS	MISC	Create opening or wide doorway between 149 & 150	\$2,000	N/A	June	WWCSD	
MS	MISC	Demo MS bleachers, dispose of debris & seed and straw (Perm. Improvement-funded)	\$15,000	331548	December	Logan Creek LLC	
MS	MISC	Repair PA system & speakers in Gym	\$4,483	322583	June	Cincinnati Alarm Systems, Inc.	
PN	MISC	Indoor Air Quality test in PN Office & Room 28 (and adjacent areas)	\$1,035	330800	September	MAC-Paran Lab Testing	
PS	MISC	Termite treatment - sub-foundation	\$1,800	322213	March	Termites R Us	
VARIOUS	MISC	OSFC Master Plan Professional Architectural Services (Perm. Imp. - 1/2 payable now - 1/2 upon OSFC funding)	\$48,990	321860	January	SHP Leading Design	
VARIOUS	MISC	VenstTrans software map upgrade training & tech support	\$1,175	322038	February	Tyler Technologies	
VARIOUS	MISC	Anticipated approx. amount professional expenses for SHP Leading Design for Master Planning 2012 (P.I. Fund)	\$4,000	321886	January	SHP Leading Design	
VARIOUS	MISC	Narrow-banding-required bus fleet radio replacement - 40 bus radios and 30 handheld radios for schools (PLS)	\$36,440	330725	August	MobilComm	
VARIOUS	MISC	Narrow-banding-required signal repeater and base stations (2) (P-I-funded)	\$13,075	331152	September	MobilComm	
VARIOUS	MISC	Grading project at CB & demo & removal of old community access sidewalks at Forest View (2 walks)	\$4,435	322451	May	A-O-K Maintenance, Inc.	
VARIOUS	MISC	Bus engine & transmission replacement	\$19,000	322518	May	Blust Motor Works	
IS	PAINTING	Repaint restrooms & special renovation projects at WWIS	\$4,555	330073	August	BPI Painting	
VARIOUS	PAINTING	Repaint various district projects	\$24,405	330135	July	BPI Painting	
HS	PLUMBING	Cut-out corroded water main T-joint above hallway by attendance window & replace (weekend work)	\$3,429	330029	August	Pettit Plumbing	
HS	PLUMBING	Replace Athletic Bldg water heater (WWCSD installs)	\$3,700	330787	August	Winnelson Plumbing	
PS	PLUMBING	Repair & replace main sewer line to waste treatment plant (approx. amount)	\$10,000	331598	December	Pettit Plumbing	
CB	ROOFING	Repair roof vent above stage (remove portion & weld patch) - fix leak (approx. amount)	\$21,250	330036	July	Hinson	
CB	ROOFING	Repair roof vent above stage (remove portion & weld patch) - fix leak (approx. amount)	\$5,000	330037	June	Hinson	
BG	SECURITY	Repair/replace damaged fencing at Bus Garage Lot (break-in)	\$339	331351	October	Security Fence Company	
ES	SECURITY	Install new front door camera, intercom & buzz-in system along with necessary electrical run work	\$3,950	322584	June	Cincinnati Alarm Systems, Inc.	
IS	SECURITY	Repair/replace damaged fencing at WWIS (vandalism)	\$900	322147	March	Security Fence Company	
PN	SECURITY	Install new front door camera, intercom & buzz-in system along with necessary electrical run work	\$2,500	330074	July	Cincinnati Alarm Systems, Inc.	
VARIOUS	SECURITY	Install double-digital camera system & hard disk (2 wk) - 13 front-line buses (Permanent Improvement \$)	\$25,051	330228	July	American Bus	
VARIOUS	SECURITY	Install double-digital camera system & hard disk (2 wk) - 13 front-line buses (Permanent Improvement \$)	\$85,635	330144	July	Miami Valley International Bus	by bid
VARIOUS	VEHICLE	Purchase a new Special Needs Bus (P-I-funded)	\$86,685	330144	July	Miami Valley International Bus	by bid
VARIOUS	VEHICLE	Purchase three (3) new Regular Route Stock Buses - \$78,328 EACH (P-I-funded)	\$234,984	330144	July	Miami Valley International Bus	by bid
			\$768,965				
\$124,708 (16%) in Capital Improvements in 2012 from funding sources other than the General Fund or the Perm Improv. Fund							
NOTE: \$406,254 (53%) in Capital Improvements in 2012 for buses							

Schedule A

RESIGNATIONS

Board Meeting Date: January 28, 2013

Name	Position	Building Assignment	Effective Date	Reason
Acus, Janis	Intervention Specialist	WWES	3/1/2013	Personal
Byrd, Angela	Kdg. Teacher	WWPN	12/31/2012	Retirement
Evans, Willie	Bus Driver	Transportation	1/31/2013	Retirement
Noel, Michaela	Elementary Teacher	Currently on Leave of Absence	12/14/2012	Personal
Hicks, Sherry	Bus Driver	Transportation	12/21/2012	Personal
Thompson, Jana	Special Ed. Asst.	WWPS	2/9/2013	Personal
Waller, Michael	Special Ed. Asst.	Leave of Absence	12/31/2012	Disability Retirement

PERSONNEL EMPLOYMENT - CERTIFICATED

Board Meeting Date: January 28, 2013

Schedule B

Page 1

Name	Certificate/ License	Degree Univ.	Teaching Assgn./ Bldg.	Exp. (Yrs.)	Mil. Exp.	Annual Salary	Extra Comp.	# of Hrs. Employ	Funding	Effective Date
<u>Substitutes - new hires</u>										
Bowers, Emma	Pending Integrated Lang. Arts 7-12	B.S. Univ. Cinti.				\$85/diem			General	1/8/2013
Brown, Danielle	4 Yr. Res. Educator Early Childhood P-3	B.S. Univ. Cinti	L.T. Sub - WW/PN			\$85/diem			General	1/14/2013
Carhartt, Catherine	4 Yr. Res. Educator Intervention Specialist	MA U of Florida	L.T. Sub - WWHS			\$85/diem			General	1/4/2013
Dennis, Robert	4 Yr. Res. Educator Int. Lang. Arts 7-12	B.S. Univ. Cinti				\$85/diem			General	1/11/2013
Kurz, Leigha	Pending Sub License Science	BA Univ. Cinti				\$85/diem			General	12/18/2012
Lawson, Eric	Pending Intervention Specialist	B.S. BGSU				\$85/diem			General	1/14/2013
Martin, Eric	Principal Grades 4 - 12	MA Univ. Cinti	Substitute Administrator districtwide			\$95/diem			General	12/19/2012
Vensil, Darren	Pending Science 7-12	B.S. Univ. Cinti.				\$85/diem			General	1/22/2013

Schedule C

PERSONNEL EMPLOYMENT - SUPPORT STAFF

Board Meeting Date: January 28, 2013

Page 1

Name	Position	Building Assigned	Hours per day	Salary/Rate	Funding	Effective Date
Oliver, Daniel	Security Monitor (Recall from RIF)	WWHS	2	Step 6 \$16.07/hr	General	1/7/2013
Cooper, Karen	Sub Bus Driver	Transportation		\$14.56/hr	General	12/12/2012
Evans, Leyanne	Sub Food Service			\$10.71/hr	Food Service	1/7/2013
Gillespie, Bill	Sub Custodial			\$12.38/hr	General	12/13/2012
Harris, Mia	Sub Bus Driver	Transportation		\$14.56/hr	General	12/12/2012
Helton, Rebecca	Sub Bus Driver	Transportation		\$14.56/hr	General	12/12/2012
Fisher, Casey	Special Education Asst.	WWPS	7.5	Step 4 \$14.97/hr	General	12/20/2012
Stifel, Barbara	Special Education Asst.	WWPS	4	Step 9 \$16.84	General	2/11/2013
Collier, Phyllis	Special Education Asst.	WWPS	4	Step 9 \$16.84	General	2/11/2013
Ryan, Brenda	Sub Special Ed. Asst.			\$12.06/hr	General	1/25/2013
Ryan, Brenda	Sub Clerical			\$12.06/hr	General	1/25/2013

Schedule D

PERSONNEL EMPLOYMENT - CERTIFICATED AND NON-CERTIFICATED (including extra duties)

Board Meeting Date: January 28,
2013

Page 1

Name	Certificate d or non- certificate d	Teaching/Extra Duty Assgn.	Exp. (Yrs.)	Salary or Rate	Extra Comp	Funding	Effective Date
WWMS Extra-duty positions: 2012-13 Contract Year: General Fund							
Cox, Tracey	Cert.	Spelling Bee Coordinator		\$150		General	2012-13 Contract Year
Supplemental Positions - 2012-13 - General Fund/Grant - Asia Society							
Cornelissen, Cris	Cert.	Mentor teacher - WWIS		\$1,000		General	2012-13 Contract Year
Spalding, MaryGrace	Cert.	Mentor teacher - for Chinese teacher		\$1,000		Asia Society Grant	2012-13 Contract Year
Giblin, Lisa	Cert.	Mentor teacher - for Chinese teacher		\$1,000		Asia Society Grant	2012-13 Contract Year
Piano Accompanists - up to 255 hours combined:							
Engle, David	Non-Cert	Piano Accompanist WWHS and WWMS		\$27/hr		General	1/7/2013
Engle, Roxanne	Non-Cert	Piano Accompanist WWHS and WWMS		\$27/hr		General	1/7/2013
Stipend from U.C. for Mentors of Student Teachers Fall Semester 2012: General Fund, 2012-13 Contract Year							
Assum, Melissa	Cert.	WWIS		\$300		General	2012-13 Contract Year
Bell, David	Cert.	WWHS		\$300		General	2012-13 Contract Year
Rodriguez, Kathy	Cert.	WWES		\$300		General	2012-13 Contract Year
Burton, Laura	Cert.	WWHS		\$600		General	2012-13 Contract Year
Curran, Shannon	Cert.	WWHS		\$600		General	2012-13 Contract Year
Henson, Jennifer	Cert.	WWHS		\$200		General	2012-13 Contract Year
Schedule changes - WWMS extra-hours							
Campbell, Deborah		25 hours at hrly rate of pay				General	2012-13 Contract Year
Stipend from Miami U. for Mentors of Student Teachers Fall Semester 2012: General Fund, 2012-13 Contract Year							
Li, Liu	Cert.	WWMS		\$600		General	2012-13 Contract Year
Barger, Kathleen	Cert.	WWMS		\$600		General	2012-13 Contract Year
Globig, Maureen	Cert.	PS		\$300		General	2012-13 Contract Year
Sutorius, Deborah	Cert.	WWHS		\$100		General	2012-13 Contract Year
Galster, Nancy	Cert.	WWHS		\$500		General	2012-13 Contract Year
Stipend from Mt. St. Joseph for Mentors of Student Teachers Fall Semester 2012: General Fund, 2012-13 Contract Year							
McGuire, Gina	Cert.	WWES		\$500		General	2012-13 Contract Year
Kirk, Barbette	Cert.	WWMS		\$200		General	2012-13 Contract Year
Stipend from N.K.U. for Mentors of Student Teachers Fall Semester 2012: General Fund, 2012-13 Contract Year							
Frank, Janna	Cert.	WWMS		\$125		General	2012-13 Contract Year

Schedule E

LEAVES

Board Meeting Date: January 28, 2013

Page 1

Name	Position	Building Assignment	Effective Date	Reason
Cross, Robyn	Food Service		10/1/2012 - 1/11/2013	F.M.L.A. This is in accordance with Section 33.01 of the Collective Bargaining Agreement between the Winton Woods Board of Education and O.A.P.S.E. effective June 30, 2011.
Davis, Katherine	Teacher	WWPS	3/11/13 - 5/28/13	F.M.L.A. This is in accordance with Section 11.01 of the Collective Bargaining Agreement between the Winton Woods Board of Education and W.W.T.A. effective June 30, 2011.
Gelhot, Ellie	Teacher	WWES	1/11/13 - 2/11/13	F.M.L.A. This is in accordance with Section 11.01 of the Collective Bargaining Agreement between the Winton Woods Board of Education and W.W.T.A. effective June 30, 2011.
Gillespie, Maria	Teacher	WWHS	12/11/2012	F.M.L.A. This is in accordance with Section 11.01 of the Collective Bargaining Agreement between the Winton Woods Board of Education and W.W.T.A. effective June 30, 2011.
Hackman, Richard	User Support Analyst	Technology Dept.	2/7/13 - 4/5/13	F.M.L.A. This is in accordance with Section 11.01 of the Collective Bargaining Agreement between the Winton Woods Board of Education and W.W.T.A. effective June 30, 2011.
McSwain, Sarah	Teacher	WWHS	2/25/13 - 5/3/13	F.M.L.A. This is in accordance with Section 11.01 of the Collective Bargaining Agreement between the Winton Woods Board of Education and W.W.T.A. effective June 30, 2011.

Schedule E

LEAVES

Board Meeting Date: January 28, 2013

Page 2

Name	Position	Building Assignment	Effective Date	Reason
Senger, Tracy	Special Ed. Assistant	WWPS	1/28/13 - Intermittent days	F.M.L.A. This is in accordance with Section 33.01 of the Collective Bargaining Agreement between the Winton Woods Board of Education and O.A.P.S.E. effective June 30, 2011.
Campbell, Deborah	Clerical	WWMS	1/22/13 - 3/2/13	F.M.L.A. This is in accordance with Section 33.01 of the Collective Bargaining Agreement between the Winton Woods Board of Education and O.A.P.S.E. effective June 30, 2011.
McCormick, Sandra	Food Service	WWIS	1/14/13 - 4/1/13	F.M.L.A. This is in accordance with Section 33.01 of the Collective Bargaining Agreement between the Winton Woods Board of Education and O.A.P.S.E. effective June 30, 2011.

Schedule H

RECALL

Board Meeting Date: January 28, 2013

Name	Position	Building Assigned	Effective Date	Reason
Oliver, Daniel	Recalled to Security Monitor - Part Time	WWHS	1/7/2013	Recall based upon seniority

WINTON WOODS HIGH SCHOOL SUMMER PROGRAMS

2013

HIGH SCHOOL SUMMER PHYSICAL EDUCATION – June 3, 2013 – June 21, 2013

Summer programs at the secondary level include summer physical education (P.E.). Any student entering grades 9 and above and living within the Winton Woods City School District may participate.

- Classes meet from 8:00 AM– 12:00 PM, each day.
- Students are expected to report to class each day.
- The cost of Summer P.E. in-district is \$175.00 (Out of district \$250.00).
 - This cost does not include additional fees charged for some activities in which the group may participate.

Teacher - Physical Education - Number of teachers is based upon student enrollment. Course offering is contingent upon enrollment of at least 15 students. Classes will be held at Winton Woods High School.

HIGH SCHOOL ALGEBRA 1 – June 3, 2013 – June 27, 2013

The goal of this course is to build the mathematical confidence of our students and get them ready for the rigor of higher level math courses. Classes will be held at Winton Woods High School.

Course offering is contingent upon enrollment of at least 15 students.

- Five days per week – Monday through Friday the first 2 weeks (6/3 – 6/14, 2013)
- Four days per week- Monday through Thursday the last 2 weeks (6/17 – 6/27, 2013)
- Classes meet from 8:00 AM – 12:00 PM

HIGH SCHOOL OHIO GRADUATION TEST REVIEW - June 10, 2013 – June 14, 2013

- From 8:00 AM until 12:00 PM
- Ohio Graduation Testing begins on Monday, June 17, 2013, through Friday, June 21, 2013
- One test is given each day in the following sequence: reading, math, writing, science and social studies.

Classes will be held at Winton Woods High School.

Staff Required:

- Science Teacher
- Social Studies Teacher
- Reading/Writing Teacher
- Math Teacher

HIGH SCHOOL HEALTH ON-LINE

Summer programs at the secondary level include Summer Health. Any student entering grades 9 and above and living within the Winton Woods City School District may participate.

- On-line course from home
- Orientation Thursday, May 30, 2013, 10:00 AM at Community Building
- Fee - \$75.00

HIGH SCHOOL CREDIT RECOVERY for NON-GRADUATES ON-LINE

Winton Woods High School students who did not successfully complete the high school course curriculum and/or earn a sufficient number of credits will have an opportunity to do remedial work during the summer.

Certified staff will work with the high school counselors to determine an appropriate program for students meeting these criteria. This opportunity will give students a chance to earn their diploma. Courses offered for credit recovery include: English 9, English 10, English 11, English 12, Creative Writing, Media Literacy, Geometry, Math Foundations, Biology, Earth Science, Integrated Science, General Science, Study of the Environment, History of America, History of the World, US Government, Economics and Health.

- For seniors
- On-line courses from home
- Orientation Thursday, May 30, 2013, 10:00 AM at Community Building
- Fee - \$75.00

RESOLUTION
NATIONAL SCHOOL COUNSELING WEEK
February 4 -8, 2013

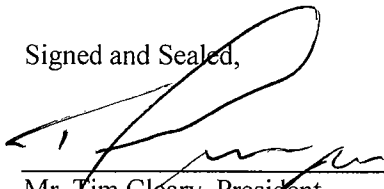
WHEREAS, the Winton Woods City School District Board of Education wishes to recognize our capable, caring, and professional counselors who are an integral part of the Winton Woods City Schools; and

WHEREAS, in the age of educational reform and school performance standards, student welfare, motivation, and academic achievement are essential goals for the success of our students. School counselors can assist with this mission because of the training and education they have received; and

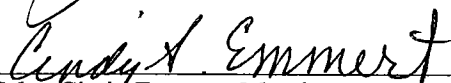
WHEREAS, it is appropriate and fitting that the school district and community recognize the important contribution school counselors provide to enhance the future success of our children;

NOW THEREFORE BE IT RESOLVED THIS 28th day of January, 2013, that the Winton Woods City School District Board of Education supports and recognizes the important role of school counselors and thereby proclaims February 4-8, 2013, as National School Counseling Week.

Signed and Sealed,



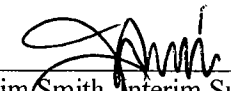
Mr. Tim Cleary, President



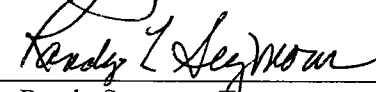
Mrs. Cindy Emmert, Member



Mr. Eric Thomas, Member



Mr. Jim Smith, Interim Superintendent



Mr. Randy Seymour, Treasurer

WINTON WOODS CITY SCHOOL DISTRICT

RESOLUTION ADOPTING BOARD OF EDUCATION OPERATING PROTOCOL

WHEREAS, the Winton Woods City School District Board of Education wishes to utilize effective operating strategies for teamwork among Members of the Board of Education, and between the Board and the Superintendent; and

WHEREAS, the Winton Woods City School District Board of Education has reviewed and discussed effective operating procedures between the Board and the Superintendent that would move the district forward in achieving its mission.

NOW, THEREFORE BE IT RESOLVED, that the Members of the Winton Woods City School Districts Board of Education publicly commit themselves collectively and individually to the following operating protocol:

BOARD OF EDUCATION OPERATION PROTOCOL

BOARD MEMBERS WILL PRACTICE THE GOVERNANCE ROLE

1. The Board will oversee the management of the District, monitor progress toward the Board's goals, and emphasize planning, evaluation, and policy-making for the District.
2. The Board will make decisions as a team and only the Board as a whole has authority to commit the Board to any action.
3. The Board will hold the Superintendent and Treasurer accountable for the successful day-to-day operations of the District.
 - a. The Board will hold general counsel responsible for providing appropriate and effective legal counsel.
 - b. The Board will hold the internal auditor responsible for providing appropriate and effective auditing of the district.
4. The Board will act on recommendations, proposals and suggestions from the Superintendent and the Treasurer. The Superintendent is the Chief Executive Officer and the Treasurer is the Chief Financial Officer.
5. Board Members will submit all inquiries to the Superintendent and/or Treasurer and insist that others do the same.
 - a. Board members may make appropriate inquiries to the general counsel.
 - b. Board members may make appropriate inquiries to the Treasurer for internal auditing issues or concerns.

6. Board Members may make requests to the Superintendent or Treasurer for additional information. The Board President and the Superintendent or Treasurer will assess the timeliness of the requests, and the Superintendent and Treasurer will assign the request to the appropriate staff. All requests and all responses will be copied to all Board Members.

7. When the Board Members are presented with an issue by a parent or constituent, the parent or constituent should generally be referred to the Superintendent as appropriate.

8. Written and electronic communication to the Board will receive a response from the Board President or such other person as designated by the Board President. Copies of all communications and responses shall be kept on file or in an electronic file as appropriate and made available to the Board Members upon request.

THE BOARD WILL ESTABLISH CLEAR EXPECTATIONS AND GOALS

1. The Board will set clear goals for the Board, the Superintendent, the Treasurer, and for the Winton Woods City School District.

2. The Board will address its performance through yearly self-evaluation.

3. The Board will establish a performance evaluation process for the Superintendent and Treasurer. The process will ensure that the Superintendent and Treasurer understand expectations and accountability for the Board goals.

4. The Board will address problems, breaches of protocol or compliance with federal and state laws at the nearest date to when the problems, breaches, issues or matters of law have occurred, are discovered and/or made known to the Board.

AGENDA PREPARATION AND DISSEMINATION

1. The Board President and Board Vice President shall prepare all agendas for meetings of the Board. In doing so, the Board President shall consult with the Superintendent and the Treasurer. The Board President has final authority to set the agenda.

2. Board Members need adequate information and time to consider an action in order to make quality decisions at Board meetings. The agenda, together with supporting materials, shall be distributed to Board Members at least three (3) business days prior to the Board meeting. The documents will be sent electronically. Board Members are expected to read the information provided to them and contact the Superintendent and/or Treasurer to request additional information that may be deemed necessary to assist the Board in their decision-making responsibilities. Requests for information and the response will be shared with all Board Members.

ALL MEETINGS OF THE BOARD WILL BE CONDUCTED EFFICIENTLY AND EFFECTIVELY

1. The Board will conduct all regular business meetings according to *Robert's Rules of Order* with the treasurer serving as parliamentarian. The Rules of Order may be temporarily suspended or amended for any meeting of the Board by the affirmative vote of at least three (3) Members of the Board.
2. Board Members will debate the issues, not one another. Diversity of opinions will be encouraged and respected through actions and words.
3. The Board agrees that it shall follow the order of business as established by the agenda and only items appearing on the agenda will be acted upon. Upon the affirmative vote of a majority of Board Members present, the Board may consider and act upon business not included on the agenda.
4. The Board President will publicly acknowledge requests from members of the public wishing to address the Board at business meetings. Each member of the public may address the Board for a total of three (3) minutes regarding any items, excluding personnel. The Board will hear from people on a given issue at a given meeting for a total of no more than thirty (30) minutes and reserves the right to limit discussion on a particular issue.
5. Executive sessions will be held only for appropriate subjects permitted by law. Board Members will be notified in advance if any executive session is to take place. Notwithstanding the foregoing, an executive session may be called at any time by a majority vote of the Board Members. All executive session motions will make explicit the subject(s) being considered.
6. In an effort to increase deliberation and build consensus, substantive matters requiring Board action will be referred to a committee of the Board whenever possible.
7. Action items proposed by Board Members not referred to committee will have a first reading with discussion and a vote at the next regularly scheduled Board meeting. If the Board determines that an action is of an emergency nature, then the 48 hour waiver may be used.

COMMUNICATION IS NECESSARY AND ENCOURAGED

1. The Board believes it is important to keep the community informed about education programs. Communication will be the concurrent responsibility of the Board, the Superintendent, and the Treasurer.
2. Individual Board Members will vote their views. But as individuals, Board Members have no authority. The Board will relay a unified message to the community and staff on critical issues once the Board has spoken.
3. The Superintendent or his or her designee is the spokesperson for the District. Occasionally the Board will designate a spokesperson. Press releases from the Board shall be released only by the Board President or such other person as designated by the Board President and only as authorized by the Board.

BOARD COMMITTEES

1. In November, prior to the January organizational meeting, current and newly elected Board Members may request committee assignments in writing to the current Board President. In December, current and newly elected Board Members will review all requests and finalize their requests. At the organizational meeting in January, the newly elected President will recommend committee structures and Member assignments for Board approval.
2. The Board President will request that the Superintendent and Treasurer assign a staff liaison to all Board committees.
3. Board committees will consider only specific items that are relevant to their oversight responsibilities.
4. Committee agendas will be available to the public on the district website.
5. The committee is charged with investigating, researching, discussing, and making a report and/or recommendation to the full Board on all matters referred to it. Progress reports will be made to the full Board on a monthly basis at scheduled Board meetings.
6. Board committee chairpersons will invite participation by community members and gather necessary information for the Administration, other experts and advisory groups.
7. Committees will prepare formal written reports for the full Board. Committee reports will include any minority opinion.
8. Recommendations presented by the Board committees will be considered for Board action.
9. All committee reports will be received for the record.
10. Board members representing the board on external Boards or governmental agencies, and attending Board conferences and educational seminars at the Board expense, will report back to the Board.