



# Board Briefs

JAMES WEISBARTH.....JOSEPH BERTRAND.....RHONDA McCRONE.....GREG SURTMAN.....MICHELLE THERIOT

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Reports from the Regular Meeting held on September 20, 2012.

## A. Administrative Reports

1. PTA Report – Discussed the membership drive. Also informed on the possibility donating directly to PTA rather than performing the fund raisers. Calendar donations was raised to \$2.00. The new Core Standards were discussed at a previous PTA meeting.
2. **Mr. Hullman** – Approval of financial statements for the period ending August 31, 2012 and the five year forecast.
3. **Mr. Atkinson** - Updated the Board on District Goals No. 4: Development of 5 Year Capital Plan, and No. 6: Transportation Cost Reduction.

### TRANSPORTATION:

The Board approved new school bus was ordered and we are anticipating a December 2012 delivery. We are planning to utilize the online auction process to sell our trade-in and receive the greatest amount of money possible. The west Bagley Road closure between Stearns and Jennings, which will be for approximately three weeks, has worked out well for Transportation. All of Heath's pre-plans have worked out well. The K-3 School Bus rider Safety Program has been completed in each of our district buildings where applicable. We hosted our Pre-K classes on September 13<sup>th</sup> at the Bus Garage for a field trip where students participated in the Safety program and interacted with bus maintenance staff as they became familiar with the bus itself. After monitoring and tweaking bus departure and arrival times at our schools for the first two weeks of school, we are pleased with the route adjustments and the fact that we are getting students to school at acceptable times. BJAAM installed the ground well purifying trailer and it is anticipated to be on site for an additional year in order to yield the improvement of one ground well that still had a failing limit of pollutants. After that point, we should be complete and receive an NFA (no further action) for our site.

### BUILDINGS AND GROUNDS:

Very pleased to report that our renovated High School football field has held up well after nine football games. The Auditorium renovation at the High School is going as planned. We anticipate full use of that space by Monday, September 24<sup>th</sup>. All applicable music and drama individuals will receive training on all of the new sound and lighting equipment. We are actively securing quotations for planned PI work for this fiscal year. Our PI group has met once and will continue to meet on a regular basis as we firm up the monies available, which will determine the scope of projects that we complete.

**PERSONNEL:**

As we begin our new school year we continue to appropriately post any support staff position openings and fill those in a timely fashion. All has gone well with the positions that were filled throughout the summer. We anticipate a positive and successful new school year with all of our support staff.

The following information is intended to provide you with a comprehensive review of routine and preventive maintenance work that was conducted since early June 2012 through the present at our school buildings and grounds by our staff.

**HIGH SCHOOL**

- Auditorium upgrades - seating, stage lights, new speakers, ceiling mounted sound panels, carpet, painting, the ramp tile, stair treads
- Reconfiguring of G9-G10-G11, were made into two big classrooms with additional cabinets and counters, new floor tile, removal of a univent, addition of a demonstration island in each room, G12 which is now G11 also received a demonstration island
- Additional counters and sinks to B14-B15-B19-B20
- Added eye wash stations to B13-B14-B15-B19-G9-G10-G11
- Reconfigured part of the library for a computer writing lab with recycled materials from in house, the library office was made into a bath room, the library book storage room was made into a class room now G32
- The wood shop was dismantled, cleaned and painted
- Added two new drinking fountains with water bottle filling stations
- All roof top units were checked for proper operation
- All exhaust fans were checked for proper operation
- The gym floors were refinished
- A new roof was installed over part of the original 1968 A-wing
- The west side of the High School main drive was resurfaced
- New entrance doors were installed on the west side of High School
- New entrance doors were installed on the north side (main office area) of the High School
- W6 was converted from the Pre-Engineering room to the digital photography lab
- B5 was converted to be used as the new Pre-Engineering room
- G8 demonstration island was rewired, garbage disposal replaced and two mobile science demonstration carts were converted to a flat demonstration table
- Main electrical distribution panel was replaced

**MIDDLE SCHOOL**

- Added two Fire horn/strobes and two mag door holders in section D
- Purchased and installed 120 built in shelving units
- Purchased and installed 12 auto flushers on urinals
- Installed new ceiling in west wing boys bathroom
- Purchased and installed 2 side by side drinking fountains
- Purchased and built 8 computer tables
- Purchased and replaced all 1996 classroom and room signage
- Purchased and installed 20 Moen faucets in the 1996 section of the building
- Purchase and install new dishwasher in room 356
- Repaired climbing wall in weight room

- Paint boys and girls restrooms west wing
- Paint various door frames
- Replace all Hepa filters on new RTU's and HV's
- Install new casework locks in Kitchen and repair all Delfield locks in kitchen
- Install carpet in 6 classrooms and 2 offices
- Install base on 120 built in shelving units
- Install partition stall walls boys and girls west wing bathrooms
- Purchase 30 desks and 30 chairs for additional classroom
- Replace fogged or damaged window panes.
- Purchase 30 folding tables
- Replace compressor on RTU 6
- Bird screening was installed on all canopies

#### INTERMEDIATE SCHOOL

- Painted wood fence around the dumpsters
- Painted or cleaned around pencil sharpeners
- Put up shelving (3) in classrooms
- Repaired broken terrazzo base
- Painted lift - outside
- Painted Art room back splash
- Replaced two classrooms desk and chairs rooms 451 and 425 – Auctioned the old ones
- Moved Pam Rickard from room 436 to room 453
- Setup room 417 as a meeting room – took out classroom desks and chairs and brought in tables from 437
- Setup rooms 437 and 439 for indoor recess room
- Scrubbed, waxed and burnished all rooms and halls
- Cleaned all classrooms, Library, Music, Offices carpets and walk off mats
- Cleaned all classroom furniture
- Cleaned all windows inside and outside
- Cleaned all restrooms – walls, floors, stalls and fixtures
- Cleaned all kitchen equipment – coolers, heaters, warmers, shelves, etc.
- Cleaned all light fixtures
- Tried to keep up with equipment maintenance forms

#### FALLS-LENOX PRIMARY SCHOOL

- Installed four new drinking fountains
- Replaced all vertical blind tracking in Falls portion of building
- Moved twenty five smart boards
- Removed all TV's and wall mounting brackets from classrooms
- Worked with the City of Cleveland Water Department to get the pipe replaced between main and our vault to alleviate volume issues
- One third of the Falls roof has been replaced
- Countless hours adjusting smart board projectors, boards and wiring for Joe Magrey's project
- Many painting projects
- Repaired vinyl and ceramic tile
- Many small plumbing projects
- Overhead projectors were installed in all classrooms

EARLY CHILDHOOD CENTER

- Installed four new exhaust fans in the roof
- Cleaned out storage rooms in the 500 hallway
- Added two new kindergarten classrooms
- Painted return air covers and unit heater covers in all hallways
- Removed rust and painted bottoms of lockers in six classrooms
- Overhead projectors were installed in all classrooms
- Flag pole was repainted

GROUNDS

- Six foot extension – Falls sidewalk
- Relocated a water line at High School concession stand to west side of concession building to feed water drinking barrel.
- Installed electrical outlets for various needs at High School concession stand
- Installed phone line to High School concession stand to be used for credit card machine
- Painted Middle School goal posts
- Painted and cleaned up both Grounds trailers
- Repaired water leak on Fields #3 and #4 water fountains at High School
- Mulched school beds
- Reworked beds and planted grass at the Middle School
- Changed speaker #3 at BB press box
- Took delivery of the new Grounds truck #104
- Took delivery of the new Super Z (zero turn) mower – traded 2001 Toro
- Shelving installed – W4 and W3 at High School
- Cement work – Middle school sidewalk extension, Grounds dumpster, Early Childhood Center extension and Booster area concession stand
- Power washed High School entrance
- District – checked lights
- Falls – Lenox – replaced sign post
- Worked in High School rooms – G9, G10, G11 and G12
- High School – installed cabinets in rooms B14, B15, B19, and B20
- High School – worked in room G8
- High School – stacked washer and dryer G8
- High School – removed auditorium seats
- High School – installed batting cage turf mats at #3 High School Baseball field
- High School – worked on the football field
- Changed all batteries on the auto flushers in High School concession stand bathrooms – cleaned walls and floors
- Cleaned up around High School trailers
- Reinspected bleachers
- Lights for the score board were replaced where needed and the sound system was checked
- Ryan (AG) setup football field for striping
- End zone signs installed at stadium
- Moved and repaired picnic tables
- Painted paws on drive and front sidewalk of High School
- Finished painting drives

- Middle School courtyards – weeded and cleaned up
- Cleaned up and changed the Wood Shop into a study hall
- Worked on pick-ups for items sold on the Surplus Auction

### BUS GARAGE

- Successfully completed our annual State Highway Patrol Inspection for each of our maintained fleets (36 OF buses, 3 LW buses, and 12 Fairview buses).
- Our summer crew cleaned and detailed each vehicle in our fleet (36 OF buses, 3 LW buses, Box Truck, Large Dump Truck, Small Dump Truck, and each of our vans).
- Inserted new 2012 Chevy Express van into our fleet, replacing 1994 Ford Club Wagon
- Cleaned office area
- Cleaned, stripped, and waxed drivers room
- Cleaned and painted both the men's and women's restrooms.
- Parking lot lines were painted
- Three potential substitute drivers completing their training
- Some other business oriented accomplishments:
- Completed 2012-13 Routing scheme
- Completed 2011-12 T-2 Report for ODE
- Completed bid process for the purchase of new 84 passenger bus (International)

The following checklist was performed for 39 buses (includes OF and Lakewood):

- Open windows to check for proper operation
- Remove seats (check for damage)
- Remove graffiti, gum, etc. from baseboards, floors, seats, form anywhere
- Sweep everything! Every nook and cranny! Vacuum to remove dirt, etc. from cracks
- Clean and rinse everything: roof hatches, ceiling, walls, windows (frame), seats, baseboards (remover)
- Sweep floor again
- Wash/scrub floor and aisle (to be spotless)
- Replace seats/close windows & hatches
- Clean windows with window cleaner/no streaks
- Wash outside of bus (use brush and sponge)
- Use scrub brush on tires
- Remove dirt etc. from mud flaps
- Squeegee windows
- Wax bus only after bus has been inspected
- Squeegee windows & wipe excess
- Clean windows with window cleaner/no streaks. (if needed)
- Sweep floor again
- Wax floor - only after bus has been inspected
- Floor must not have any leftover wax from previous year! Floor must be dry! Driver's area completely cleaned (ceiling, walls, dash, knobs, mirrors, floor, seat, etc.)

### DISTRICT

- All District boilers were inspected.
- Fire and security systems inspected
- All kitchen hoods cleaned
- All hood suppression inspected

- Sprinkler systems inspected
- District fire extinguishers inspected
- Crack seal /asphalt repairs at High School, crack seal at Middle School, crack seal /asphalt repairs at Falls –Lenox, crack seal at Early Childhood Center /asphalt repairs at Bus Garage and asphalt repairs /crack seal/seal coat at the Intermediate School.

4. **Dr. Lloyd-** Updated the Board on District Goal No. 3: Closing the Achievement Gap for Low Income and Special Education Students.

### **Language Arts Adoption Update**

#### **Common Core Standards and Ohio College and Career Ready Standards**

##### **Reading**

- The implementation of reading program and coherent Readers Workshop methodology continues in all grades.
- Teachers in grades K through 3 participated in reading professional development over the summer to help support the implementation of our Literacy By Design materials in those grades.
- While we have made quite a bit of progress in reading, we still have a ways to go as it relates to writing and meeting the challenging writing standards that are contained in the common core.

##### **Mathematics**

- The math common core presents a challenge in that we do not want to overwhelm our staff with implementation and change. They've already indicated through the Culture/Climate Survey that they feel overwhelmed.
- At the same time, our upper grades have expressed a desire to begin a more formal approach to discussing Math Common Core in grades 4 through 12. It will be important for us to at least develop the scope of work that will need completed now and in the future. We will pose these questions to our DLT at our next meeting and use them as our guide. They need to help define how much change tolerance our teachers are able to withstand.

##### **Science**

- While not part of the Common Core, Ohio has a revised set of learning standards that make a significant push towards project based learning, integration with other disciplines, 21<sup>st</sup> Century skill development and STEM (Science, Technology, Engineering and Math). We need to begin our preparation.
- For this school year, we have become part of a project with a few school districts, NASA and The Great Lakes Science Center called: "Exploring and Launching Project Based Learning: Creating the 21<sup>st</sup> Century Classroom."
- We have identified a team of OFCS teachers (Peggy Morris, Mike Moore, Cindy Bennett, Kathy Dean, Erika Wyman and Leah Ruebensaal) that will travel to NASA for on-going professional development aimed at creating multi-disciplinary units of instruction that will be grounded in the new science standards and STEM approach.

##### **Social Studies**

- While also not part of the Common Core, Ohio has a new set of learning standards in social studies and we need to begin to prepare our staff.

- In order to begin to prepare for the study and implementation of these new standards we have become part of a group of districts that have called ourselves the, Collaborative Assessment Project. Included districts are: OFCS, Cleveland City, Solon, Parma, Shaker, North Royalton, Keystone and Bedford.
- Our team of teachers includes Jesse Judson and Deana Harb from OFIS along with all of the social studies teachers in grades 6 through 8. On 9/18 they will attend the first of a few professional development sequences that will them with the following:
  - Create common high quality pre and post-test social studies tests for grades 5-8.
  - Improve their overall test development skills.
  - Align the content of the 2010 SS standards and test items that measure student performance on the standards.
  - Create items that are crafted in the style of the ELA & Math Common Core Tests that will be administered beginning in 2014-15.

### **District Initiatives**

- Ohio Teacher Evaluation System (OTES)—By the end of September, we will close to 30 teachers and all building administrators trained in the new Ohio Teacher Evaluation System model. Several of the teachers who have attended the training indicated that their fellow trainees were only administrators and that Olmsted Falls’ inclusion of teachers in the training was unique compared to other districts. Our teachers expressed their appreciation for being included in the training and that it will really help us to develop our local OTES.
- Master Teacher Program Under Development—Approximately 25 teachers have volunteered to create a Master Teacher Program in Olmsted Falls in order to provide an additional pathway for teachers to obtain the Senior Professional Educator and Lead Professional Educator license/credential. Judy Casterline and Christine O’Brien are leading this committee.

### **Assessment**

- According to the ODE website, draft copies of local report cards containing achievement and value-added data will be released beginning September 30, 2012.

### 5. **Dr. Hoadley – Superintendent Report:**

Reviewed with the Board the items mentioned under “Superintendent’s Recommendations.”

### 6. School Board Member Reports

- a. Polaris Career Center Report – James Weisbarth
- b. Legislative Report – Michelle Theriot
- c. Recreation Report – James Weisbarth
- d. Township Master Planning Commission Update - Mr. Bertrand

1. **Consent Agenda**

A. **Donations**

1. Kathy Barber, 9015 Sharp Road, Olmsted Township, Ohio 44138 for donating \$35.00 for "Buster."
2. Suzanne and Geno Corely, 24568 Briarwood Drive, Olmsted Falls, Ohio 44138 for their generous donation of 40 copies of the book: The 5000 Year Leap, along with its corresponding DVDs, curriculum and pocket Constitutions to the Olmsted Falls High School valued at \$400.00.
3. Lillian Masters, 9311 Usher Road, Olmsted Township, Ohio 44138 for her generous donation of blank cards (i.e. thank you, greeting, etc.) valued at \$100.00.

B. **Minutes**

Minutes of the Regular Meeting held on August 16, 2012.

A. **Recommendations of the Treasurer**

1. Approved Financial Reports for the Period Ending August 31, 2012
  - (a) Receipts
  - (b) Expenditures
  - (c) Financial Bank Reconciliations
2. Approved 5-Year Forecast Analysis
  - (a) Supplemental Schedule
3. Approved Analysis of New Intermediate School/Middle School Project
4. Approved Interfund Transfer from General Fund (001) to Athletics Fund (300).
5. Approved Non-Union/Non-Administrative Employee Benefit Guidelines

B. **Recommendations of the Superintendent**

1. Enter into a consortium for the federal Limited English Proficient (LEP) *funding with Educational Service Center of Cuyahoga County for the 2012-2013 SY.*
2. Approved Service Agreement between Olmsted Falls City Schools and PSI Affiliates, Inc. for (1) non-certificated Auxiliary Services/Textbook Clerk to work 20 hours per week, 3 days per week, 148 days per year, 37 weeks per year, to be housed in the nonpublic school during the 2012-2013 academic year, and (1) Certificated Diagnostic/Therapeutic Speech Therapist to work 1.5 days per week (30% time), to be housed in the nonpublic school during the 2012-2013 academic year.
3. Approved Interdistrict Service Area Contract for 2012-2013 with Education Service Center of Cuyahoga County for two (2) Preschool Intervention Specialists; one (1) Attendance Officer; one (1) Transition Coordinator; one (1) Teacher of Visually Impaired (as needed); one (1) Teacher of Hearing Impaired (as needed); one (1) Audiologist (as needed); one (1) Brailist (as needed); one (1) Brailist Aide (as needed); and one (1) Orientation & Mobility Instructor (as needed)



4. Approved Agreement with Applewood Centers, Inc. (operating an educational institution known as The Eleanor Gerson High School) and the Board of Education of Olmsted Falls City Schools to provide an outside therapeutic placement for a student with significant behavioral challenges.
5. Approved Agreement Between the Olmsted Falls City School District and the STEPS Center for Autism for Behavioral Support for the 2012-2013 SY.
6. Approved Independent-Contractor Agreement for the 2012-2013 SY between The Behavioral Intervention Institute of Ohio (“BIIO”) and Olmsted Falls City Schools for services for students on the autism spectrum.
7. Approved Contract Between Cleveland Clinic Center for Autism Cleveland Clinic Children’s Hospital for Rehabilitation and the Olmsted Falls City School for the 2012-2013 SY.
8. Approved Student Transportation Contract with Education Alternatives for special education transportation for the 2012-2013 SY.
9. Approved Agreement with Global Spectrum, L.P. and Olmsted Falls High School for high school graduation on May 30, 2012.
10. Approved Resolution to appoint the law firm of Walter & Haverfield LLP to the Board’s list of law firms/attorneys that may provide legal counsel to the Board.
11. Approved Memorandum of Understanding with the Educational Service Center of Cuyahoga County to make available quality online curriculum provided by the National Network of Digital Schools to every school district and every student in the State of Ohio through the *Ohio Online Learning Program*.
12. Approved on-line auction to dispose of surplus Board property (i.e., school bus, auditorium lighting equipment, sound equipment, classroom materials/equipment, etc.) for this current fiscal year 2013.
13. Approved Contract between Woodard Photography and Olmsted Falls Board of Education for the 2012-2013 SY.
14. Approved Personnel items as presented.

7. **FOR THE BOARD’S DISCUSSION**

- A. Next meeting scheduled for Thursday, October 18, 2012, beginning at 7:00 p.m. at the Intermediate School.
- B. Discussion of District goals for 2012-2013 SY.
- C. Miscellaneous items.

8. **EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT / COMPENSATION AND EVALUATION OF PERSONNEL** TIME: \_\_\_\_\_

9. **RECONVENE INTO REGULAR SESSION** TIME: \_\_\_\_\_

10. **ADJOURNMENT** TIME: \_\_\_\_\_

## Personnel

### Resignations:

**LUCIK, MARILYN** – *Bus Driver* - effective 8-28-2012

**SAMUNEK, MICHAEL** – *Assistant Swim Coach* – effective 9-5-2012

**SHELDON, LAURA** – *Supplemental Middle School Track Coach* - effective 8-30-2012

**WAGNER, RENEE** – *Lunch Stipend* – effective 8-20-2012

### Certified Staff

#### For 2012-2013 School Year:

**JOHN, ANN** – To be hired as an Ohio Achievement Test Tutor on an as needed basis for the 2012-2013 school year – Regular Approved Sub Rate.

**SHAFER, MARY** - To be hired as a long-term substitute psychologist for *Shannon Goss* effective approximately October 25, 2012 through on or about February 11, 2013

**SKOCDOPOLE, JASON** – One (1) year limited contract as a teacher beginning with 2012-2013 school year

**FERSTER, DIANE** – To be hired as a long term substitute teacher for *Sierra Swanson*, effective approximately 11-26-2012 through on or about January 5, 2013.

**FERSTER, DIANE** – To be hired as a long term substitute teacher for *Lindsey Ambrosia*, effective approximately Jan 7, 2013 through on or about May 10, 2013.

**WAGNER, RENEE** – change in status from 50% to 100% to replace retiring teacher *Victoria McConnell-Paul* for the 2012-2013 school year.

#### Gifted Assessment

To hire the following Psychologists as needed for the 2012-2013 school year to provide gifted assessment as needed:

**Ratiba Kassabri**

**Kate McBride**

**Sara Nash**

**Mary Schafer**

### Support Staff

#### For 2012-2013 School Year:

**GORDON, LACEY** – One (1) year limited contract as a home school behavior specialist for the 2012-2013 school year

**MADAK, PAM** - One (1) year limited contract as a home school behavior specialist for the 2012-2013 school year

**ORELLANO, KELLY** – One (1) year limited contract as a Food Server for the 2012-2013 school year – effective 9-21-2012 – Step A: Food Server Salary Schedule.

**REIMER, CHARLES JR.** – To be hired as Casual Labor as grounds maintenance - \$8.45 per hour – as needed

#### Teaching Assistants

To hire the following Teaching Assistants for the 2012-2013 school year at \$10.93 per hour as needed:

**Julianne Allen**  
**Michelle Chapman**  
**Julie Clum**  
**Karen Corrigan**  
**Sandra Graham**  
**Linda Harper**  
**Amy Harris**  
**Pam Hozan**  
**Angie Lanza**  
**Dan Maly**  
**Holly Neumann**  
**Becky Milligna**  
**Kristie Patton**  
**Tracy Sharp**  
**Melinda Smith**  
**Rochelle Umbel**  
**Patricia Vidovich**  
**Margaret Zack**

#### OWA Students:

Effective with the 2012-2013 school year, to be paid according to class arrangement (not to exceed \$6.10 per hour) as follows. Building and hours as assigned.

Candace Bachman, Melanie Bass, Shawn Buescher, Chad Brlan, Alan Burr, Justin Crespo, Will Emerson, Eric Gordon, Joe Gorman, Josh Haessley, James Jallos, Diana Knotts, Caitlin Orzel, Zach Shedlock, Anthony Young, Eric Werner

**Personnel Cont'd.**

**OWE Students:**

Effective with the 2012-2013 school year, to be paid according to class arrangement (not to exceed \$8.10 per hour) as follows:

Angelika Alderman, Austin Balnius, Alex Staten, Keith Peterson, Rebecca Wayne

**Numerous Supplementals/Stipends For 2012-2013 SY**