

# MARIEMONT CITY SCHOOL DISTRICT

## Regular Board of Education Meeting Mariemont Elementary School – Cafeteria February 6, 2014 6:00 p.m.

### Call to Order

The Board of Education of the Mariemont City Schools was called to order at 6:00 p.m. in the Mariemont Elementary School cafeteria on February 6, 2014, with President White in the chair.

### Roll Call

Mr. Flynn, Mr. Gaburo, Mrs. Huenefeld, Mrs. Walter and Mr. White were present. Mr. Golinar and Mr. Estep were present.

### Approval of Minutes of January 14 and January 28, 2014

Mrs. Huenefeld made the motion, second by Mrs. Walter, to approve the minutes as presented.  
Vote: Mr. Gaburo, aye; Mrs. Huenefeld, aye; Mrs. Walter, aye; Mr. White, aye; and Mr. Flynn, aye.  
Motion carried.

### Hearing of the Public

The Board provided for a hearing of the public.

### Communications

- A. Mr. Estep reported that we have used six calamity days and the calamity day work plan was utilized this past Wednesday for our latest calamity day.
- B. Shannon Kromer and Jim Counts presented Destination 2026 to the Board – it's a vision for all of our students and will impact them at all grade levels. It gives us all permission to think, explore, and dream.
- C. Trevor Block presented an update on the SRI and SMI assessments that track where each student is and enabling adjustment to performance.

### New Business

- A. 2014-15 School Calendar Ex. 1

### Personnel

- A. Grant pre-approval to take college credit hrs. for reimbursement:
  - Jeremy Willis Implementing 21st Century Math Reform 2 sem hrs
  - Kristy Gulbin Literacy for Learning 3 sem hrs
- B. Accept letter of resignation for retirement purposes from Don Books effective June 30, 2014
- C. Administrative Contracts Ex.2
- D. Employ the following individuals as chaperones for the Snowball Dance at \$100 each:
  - Debbie Keefe Jackie Meyer Carolina Timmerding Tom Nerl
  - Lisa Block

Mr. Flynn moved, second by Mrs. Huenefeld, that the personnel motions be approved. Vote:

Mr. Flynn, aye; Mr. Gaburo, aye; Mrs. Huenefeld, aye; Mrs. Walter, aye and Mr. White, aye.  
Motion carried.

**Treasurer's Report**

- A. Financial Ex. 3
- B. Investments Ex. 4
- C. Donations
  - 1. Accept donation of 6 Dorling Kindersley Eyewitness Books from the Duff Family to the Terrace Park Elementary School library
  - 2. Accept donation from Shared Vision Communications in the amount of \$4000 to produce the "It's About Me" video for the district

Mrs. Walter moved, second by Mrs. Huenefeld, to approve the motions contained in the Treasurer's Report as presented. Vote: Mrs. Walter, aye; Mr. White, aye; Mr. Gaburo, aye; Mr. Flynn, aye; and Mrs. Huenefeld, aye. Motion carried.

**Adjournment**

There being no further business to come before the board Mr. White made a motion, second by Mr. Flynn, that the meeting be adjourned to meet at the call of the president. Vote: All present were in favor.

**Certification**

I certify that the above is a true and correct copy of the proceedings of the Regular Board Meeting of the Mariemont Board of Education.

\* - Contingent upon receipt of a satisfactory criminal records check as determined by the superintendent of schools.

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer

Epl

## 2014-2015 School Calendar DRAFT PROPOSAL

<b>Aug 2014</b>	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
<b>Sept 2014</b>	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30			
<b>Oct 2014</b>			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31
<b>Nov 2014</b>	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
<b>Dec 2014</b>	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	31		
<b>Jan 2015</b>				1	2
	5	6	7	8	9
	12	13	14		16
	19	20	21	22	23
	26	27	28	29	30
<b>Feb 2015</b>	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
<b>Mar 2015</b>	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			
<b>Apr 2015</b>			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	
<b>May 2015</b>					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
<b>Jun 2015</b>	1	2	3		

	Mariemont Summer Academy (optional)
	Mariemont Academy (no students)
	Teacher Work Days (no students)
	No School for Staff or Students
	Teacher Work Day (no students) – Trade Day for Mariemont Summer Academy
	Early Release Day/Last Day of Quarter

### Additional Notes:

- Opening day staff breakfast/program will be held on Monday, August 18th
- First day of school: Wednesday, August 20<sup>th</sup>
- Teachers/aides will be able to trade participation in the summer academy for a day off on October 17<sup>th</sup>
- Early release days will only occur on the last day of each quarter
- Two additional Mariemont Academy days have been added to the calendar with the conversion of days to hours
- Teachers/aides will be finished for the year on the last day of school (June 3<sup>rd</sup>)
- End of the year staff breakfast/program will be held on April 6<sup>th</sup>



2014-2015 School Calendar Proposal

Grade Level	Total Hours	Non-instructional time	Total hours of instruction/day	Total hours of instruction/year	State Minimum Requirement	Hours over state minimum
K-2	6 hours, 50 minutes	1 hour 20 minutes lunch/recess, (30 minutes of recess allowed)= 50 minutes total	6 hours	1,098 hours	910 hours for full day kindergarten and grades 1-6	188 hours/31 days
3-6	6 hours, 50 minutes	1 hour, lunch recess (15 minutes of recess allowed)= 45 minutes total	6 hours, 5 minutes	1,113.25 hours	910 hours	249 hours/33 days
7-8	7 hours, 8 minutes	28 minutes-passing time, 30 minutes lunch= 58 minutes total	6 hours, 10 minutes	1,128.5 hours	1001 hours	127.5 hours/20 extra days
9-12	7 hrs. 7 min.	24 minutes passing time, 35 minutes lunch=59 minutes total	6 hours, 8 minutes	1,122 hours	1001 hours	121 hours/19 extra days

Ex. 2

**MARIEMONT CITY SCHOOL DISTRICT  
ADDENDUM TO ADMINISTRATOR CONTRACT**

**WHEREAS**, the Board of Education of the Mariemont City School District (the "Board") and Lance Hollander (the "Administrator") are parties to an Administrator's Contract (the "Agreement"), which commenced on August 1<sup>st</sup>, 2012 and expires on July 31, 2015; and

**WHEREAS**, the Board and the Administrator wish to modify the Agreement in accordance with the terms and conditions of this Addendum; and

**WHEREAS**, the parties desire that this addendum take effect on August 1, 2014.

**NOW, THEREFORE**, for the consideration herein specified, Lance Hollander and the Board agree to the following Addendum to the Administrator's Contract of Employment:

1. Paragraph 1 of this agreement shall state as follows:

**\$103, 336.00** per year salary payable bimonthly (24 payments). The Board of Education hereby retains the right to increase the annual salary of the administrator during the term of his/her contract.

2. Paragraph 2 of this agreement shall be amended as follows:

The Administrator shall devote such time and energies as are necessary to perform the duties specified in the job description, provided, however, that for the purposes of any monetary calculation, the work year shall be two hundred fifty five days (255) days as designated by the Board.

In addition, the Administrator shall be entitled to four (4) weeks of vacation and three (3) days of personal leave with pay per year during the period this contract is in effect. Vacation and personal days shall be scheduled by the Administrator so as to minimize disruption of school district operations and at times acceptable to the Board and Superintendent. Unused vacation days for the current year may be carried over to the next contract year with approval of the Superintendent.

The Administrator shall be entitled to the legal holidays in accordance with the adopted school calendar.

3. All other terms and conditions of the Administrator's Contract of Employment effective August 1<sup>st</sup>, 2012 and attached hereto, and any Addendums or Amendments thereto, shall remain in full force and effect unless otherwise modified in writing by the parties.

4. This Addendum and Extension shall be incorporated by reference herein to the Administrator's Contract of Employment and shall be made a part thereof.

IN WITNESS WHEREOF, the parties have indicated their agreement to the above terms by affixing their signature below.

**MARIEMONT CITY SCHOOL DISTRICT  
BOARD OF EDUCATION**

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
**President**

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
**Treasurer**

**ADMINISTRATOR**

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Lance Hollander**

**MARIEMONT CITY SCHOOL DISTRICT  
ADDENDUM AND EXTENSION TO EMPLOYMENT CONTRACT**

**WHEREAS**, the Board of Education of the Mariemont City School District (the "Board") and Josephine McKenrick (the "Employee") are parties to an Employment Contract entered into on April 23<sup>rd</sup>, 2013 with a contract term that ends on July 31<sup>st</sup>, 2014; and

**WHEREAS**, the Board and the Employee wish to modify the Agreement in accordance with the terms and conditions of this Addendum; and

**WHEREAS**, the Board and Employee also desire to extend the employment contract in accordance with the terms and conditions of this Addendum.

**NOW, THEREFORE**, for the consideration herein specified, Josephine McKenrick and the Board agree to the following Addendum to the Employee's Contract of Employment:

1. The agreement shall be amended to extend the Contract expiration date from July 31, 2014 to July 31, 2015.
2. Paragraph 2 of this agreement shall be amended as follows:

The Employee hereby agrees to be employed as a non-teaching employee in the public schools of said district with limited contract status in accordance with the school calendar adopted by the board of education and any amendments thereto during the term of this Contract. The Employee shall devote such time and energies as are necessary to perform the duties specified in the job description, provided, however, that for the purposes of any monetary calculation, the work year shall be two hundred fifty-five days (255) days as designated by the Board.

In addition, the Employee shall be entitled to four (4) weeks of vacation and three (3) days of personal leave with pay per year during the period this contract is in effect. Vacation and personal days shall be scheduled by the Employee so as to minimize disruption of school district operations and at times acceptable to the Board and Superintendent. Unused vacation days for the current year may be carried over to the next contract year with approval of the Superintendent.

The Employee shall be entitled to the legal holidays in accordance with the adopted school calendar.

3. The salary and term of said employment contract shall be modified as follows:

**Level: Special**  
**Salary: \$56,000**

**Contract Expiration: July 31, 2015**

4. All other terms and conditions of the Employee's Contract of Employment effective April 23<sup>rd</sup>, 2013 and attached hereto, and any Addendums or Amendments thereto, shall remain in full force and effect unless otherwise modified in writing by the parties.
5. This Addendum and Extension shall be incorporated by reference herein to the Employee's Contract of Employment and shall be made a part thereof.

IN WITNESS WHEREOF, the parties have indicated their agreement to the above terms by affixing their signature below.

**MARIEMONT CITY SCHOOL DISTRICT  
BOARD OF EDUCATION**

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
**President**

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
**Treasurer**

**EMPLOYEE**

\_\_\_\_\_  
Date

\_\_\_\_\_  
**JOSEPHINE MCKENRIK**



MARIEMONT CITY SCHOOL DISTRICT

FINANCIAL REPORT  
JANUARY 2014

MONTHLY SUMMARY

	MONTH		YEAR TO DATE	
	FY14	FY13	FY14	FY13
<b>BEGINNING BALANCE</b>	6,909,847	5,648,259	6,733,741	4,229,879
<b>RECEIPTS</b>				
<b>Local Sources:</b>				
Real Estate	4,230,000	349,000	11,057,773	7,190,172
Public Utility Personal Property Tax	0	0	455,836	342,407
Other Local*	9,593	-20,584	164,932	89,288
<b>Total Local Sources</b>	<b>4,239,593</b>	<b>328,416</b>	<b>11,678,541</b>	<b>7,621,867</b>
<b>State Sources:</b>				
Foundation Program	289,546	285,698	1,857,979	1,691,603
Rollback & Homestead	0	0	891,390	879,636
Property Tax Allocation	0	0	459,430	458,430
State Public Utility Reimbursement	0	0	0	0
Other State**	351	28	876	196
<b>Total State Sources</b>	<b>289,897</b>	<b>285,726</b>	<b>3,208,675</b>	<b>3,029,865</b>
Transfers & Advances	0	0	10,000	2,736,366
Other Financing Sources	0	0	877	0
<b>Total Receipts</b>	<b>4,529,490</b>	<b>614,142</b>	<b>14,898,093</b>	<b>13,388,098</b>
<b>EXPENDITURES</b>				
Salaries & Wages	831,897	867,893	6,664,422	6,579,596
Fringe Benefits	304,483	285,726	2,042,350	2,050,351
Purchased Services***	515,081	499,515	2,217,222	2,176,999
Materials & Supplies	35,091	50,243	465,598	509,891
Capital Outlay	8,958	31,079	176,276	605,301
Other****	9,315	9,722	146,714	164,830
Transfers & Advances	0	0	10,000	831,520
Other Financing Uses	50,135	50,135	224,857	231,401
<b>Total Expenditures</b>	<b>1,764,940</b>	<b>1,794,313</b>	<b>11,947,437</b>	<b>13,149,889</b>
<b>ENDING CASH BALANCE</b>	<b>9,684,397</b>	<b>4,468,088</b>	<b>9,684,397</b>	<b>4,468,088</b>
Encumbrances	1,561,054	1,754,291	1,561,054	1,754,291
<b>ENDING AVAILABLE BALANCE</b>	<b>8,123,343</b>	<b>2,713,797</b>	<b>8,123,343</b>	<b>2,713,797</b>

\*Investments, Fees, Rentals, Donations, Misc.

\*\* Misc. State Revenues

\*\*\*Legal, Technical, Consultants, Utilities, Repairs, Postage, Etc.

\*\*\*\*County Auditor & Treasurer Fees, Bank Service Charges, State Auditors Charges, Membership Dues

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**YTD ACTUAL VS. PROJECTED**

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	FY14 RECEIVABLE	FYTD % RECEIVED	FY14 ACTUAL RECEIVED
<b>Local Sources:</b>			
Real Estate	13,674,496	80.86%	11,057,773
Public Utility Personal Property Tax	890,932	51.16%	455,836
Other Local*	200,000	82.47%	164,932
			<u>11,678,541</u>
<b>State Sources:</b>			
Foundation Program	2,893,532	64.21%	1,857,979
Rollback & Homestead	1,727,871	51.59%	891,390
Property Tax Allocation	916,860	50.00%	458,430
Other State**	335	261.49%	876
			<u>3,208,676</u>
Transfers & Advances	25,000	40.00%	10,000
Other Non Operating	0		877
<b>TOTAL RECEIPTS</b>	<b>20,329,028</b>	<b>73.28%</b>	<b>14,898,093</b>

	FY14 EXPENDABLE	FYTD % EXPENDED	FYTD ACTUAL EXPENDED
Salaries & Wages	11,838,438	58.29%	6,864,422
Fringe Benefits	3,733,689	54.70%	2,042,350
Purchased Services***	3,828,900	57.91%	2,217,222
Materials/Supplies	676,671	68.81%	465,596
Capital Outlay	302,568	58.26%	176,276
Other****	345,200	42.50%	146,714
Transfers/Advances	50,000	20.00%	10,000
Other Financing Uses	316,904	70.95%	224,857

**TOTAL EXPENDITURES**                      **21,092,370**                      **58.64%**                      **11,947,437**

**% Through Year**                      **58.33%**

**FY13**                      **61.26%**

Ex 4

MARIEMONT CITY SCHOOLS - Schedule of Investments - last updated 2/01/14

FIFTH THIRD SECURITIES										Current	Total	
Settlement	Cusip	Maturity	Collateral	Description	Face	Principal	Accrued	Total Spent	Coupon	Maturity/Call	Month Invest Income	Invest Income
9/19/2012	060824MWD	9/19/2013		CD	\$ 250,000.00	\$ 250,000.00		\$ 250,000.00		0.45		\$ 1,125.00
9/28/2012	06251AYM8	9/28/2013		CD	\$ 250,000.00	\$ 250,000.00		\$ 250,000.00		0.5		\$ 1,250.00
9/19/2012	06426NFZ0	9/19/2014		CD	\$ 250,000.00	\$ 250,000.00		\$ 250,000.00		0.55		\$ 1,825.00
9/19/2012	264871GH7	9/19/2014		CD	\$ 250,000.00	\$ 250,000.00		\$ 250,000.00		0.8		\$ 2,000.00
10/3/2012	796460PM1	10/3/2014		CD	\$ 250,000.00	\$ 250,000.00		\$ 250,000.00		0.65		\$ 2,125.00
9/19/2012	38143AE88	9/21/2015		CD	\$ 250,000.00	\$ 250,000.00		\$ 250,000.00		1.15		\$ 2,875.00
9/19/2012	02005Q848	9/21/2015		CD	\$ 250,000.00	\$ 250,000.00		\$ 250,000.00		1.1		\$ 2,750.00
9/21/2012	33784JML8	9/21/2015		CD	\$ 250,000.00	\$ 250,000.00		\$ 250,000.00		1.05	\$ 222.95	\$ 3,083.72
9/20/2013	05588P5F0	3/21/2016		CD	\$ 250,000.00	\$ 250,000.00		\$ 250,000.00		0.8		
9/20/2013	38157QQH9	3/20/2016		CD	\$ 250,000.00	\$ 250,000.00		\$ 250,000.00		0.8		
9/23/2013	650284P40	9/23/2015		CD	\$ 250,000.00	\$ 250,000.00		\$ 250,000.00		0.85		
Money Market					\$ 17,191.27						0.14	881
<b>Totals</b>					\$ 2,250,000.00	\$ 2,250,000.00		\$ 2,250,000.00			\$ 223.09	\$ 16,822.63

Invest Income FYTD \$7,706.26

STAR OHIO					
Month	Begin Invested	End Invested	Average Yield	Interest	
2013 JULY	\$ 2,711,555.70	\$ 2,711,625.21	0.03%	\$ 89.51	
AUGUST	\$ 2,711,625.21	\$ 2,711,657.68	0.03%	\$ 82.87	
SEPTEMBER	\$ 2,711,657.68	\$ 2,711,738.50	0.02%	\$ 49.02	
OCTOBER	\$ 2,711,738.50	\$ 2,711,795.55	0.03%	\$ 58.85	
NOVEMBER	\$ 2,711,795.55	\$ 2,711,840.03	0.02%	\$ 44.48	
DECEMBER	\$ 2,711,840.03	\$ 2,711,881.97	0.02%	\$ 41.94	
2014 JANUARY	\$ 2,711,881.97	\$ 2,711,914.91	0.01%	\$ 32.94	
FEBRUARY					
MARCH					
APRIL					
MAY					
JUNE					
<b>Total Interest FYTD</b>				<b>\$366.21</b>	