

Winton Woods Board Of Education
Minutes
Regular Meeting – May 20, 2013

The Winton Woods Board of Education met in Regular Session on Monday, May 20, 2013 at Winton Woods Primary South, 825 Lakeridge Dr., 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: Mr. Eric Thomas, Mrs. Kim Burns, Mrs. Cindy Emmert, Mr. John Pennycuff, and Mr. Tim Cleary. Also present were: Mr. Jim Smith, Interim-Superintendent and Mr. Randy Seymour, Treasurer.

DISTRICT HONORS, RECOGNITIONS, GIFTS, AND INTRODUCTIONS

Winton Woods Elementary School Art Gallery Winners – Mrs. Marygrace Spalding,
Teacher

Superintendent Selection – Malaisha Olinger

Principal Selection – Abigya Zenabu

Honorable Mention – Leslie Gervacio, Iris Samelak

Kiwanis Character is Key Awards

Integrity – Winton Woods Primary North School – Keila Lopez

Perseverance – Winton Woods Primary North School – Cecelia Dempsey

Gold Star “Kiwanis” Student of the Month Awards – Winton Woods High School

April – Abigail Yeboah

May – Sarah Drees

Gifts

The Greenhills/Forest Park Kiwanis Club donated \$1,500 worth of carpentry and time to Winton Woods Middle School for stage reconstruction in preparation for Massability, the annual musical production. This ongoing support of Winton Woods City Schools is appreciated greatly by the Board of Education.

Extra Mile Parent Award – 2013

Mr. and Mrs. Glenn Drees, Ms. Tonya Jones, Mrs. Lorie Mercer

This award is given in honor and recognition of outstanding parent involvement (above and beyond) in the Winton Woods City Schools throughout the years that their child has attended school in our district.

Apple Awards

Winton Woods Intermediate School – Mr. Joel Weaver, Teacher, Mr. Bruce Hodges,
Custodian

Winton Woods Elementary School – Ms. Lynne Harris, Teacher, Ms. Karen Fritz,
Teacher

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DISTRICT HONORS, RECOGNITIONS, GIFTS AND BEQUESTS (CONT.)

Celebrate Excellence Educator Award – 2013

Ms. Lisa Votaw, principal at Winton Woods Middle School, will be recognized by the Hamilton County Education Foundation for her hard work, dedication, and outstanding contribution to provide educational support to students. She has been named “Excellent Educator” and will be honored at the Celebrate Excellence Breakfast on May 24.

Presentation to Winton Woods High School
EF (Education First) Foundation – Mrs. Lora Wolke

Gifts

Special thanks to The Hillman Group for donating twenty Google Chromebooks to Winton Woods Elementary School to strengthen students’ access to up-to-date technology. Their generous donation is valued at \$5,000.00

RECESS

PUBLIC COMMENTS

APPROVAL OF MINUTES

The minutes of the following meetings were approved as presented.

Regular Board Meeting – April 22, 2013

TREASURER’S REPORT

Without objection, the Financial Statements for the month of April, 2013 were filed for audit.

FISCAL YEAR 2013 REVISED FIVE-YEAR FORECAST

The Treasurer filed the current five-year forecast, as adopted in October 2012, with the Ohio Department of Education as required by ORC 5705.391/OPC 3301-92-04 by May 31st.

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TREASURER’S RECOMMENDATIONS

Without objection, the Investments report for the month of April, 2013 was approved and filed for audit.

Money Markets:

Star Ohio	\$1,951,184	\$74	0.05%	
5th/3rd Money Market-includes earnings credit.	11,839,011	1,365	0.20%	Includes earnings credit

Certificates of Deposits:

	Amount	Accrued Interest	Rate	Purchased Date	Maturity Date
Fifth Third Bank (100% Collat.)	300,000	264	2.14%	4/12/2010	4/13/2013
Fifth Third Bank (FDIC)	250,000	14	0.30%	4/24/2013	10/23/2013
Fifth Third Bank (FDIC)	250,000	17	0.35%	4/24/2013	4/24/2014
Fifth Third Bank (FDIC)	250,000	17	0.35%	4/24/2013	4/24/2014
Fifth Third Bank (FDIC)	250,000	2	0.35%	4/30/2013	5/30/2014
Total	\$15,090,194	\$1,573			

REPORTS OF THE SUPERINTENDENT

- Upcoming School Events
- Race to the Top Minutes

Proposed Board Policies – First Read

New Policy 2623.02 – Program-Third Grade Reading Guarantee
Replacement Policy 5136 – Students-Personal Communication Devices

Ohio Teacher Evaluation System (OTES) Policy – First Read

Replacement Policy 3220 – Standards-Based Teacher Evaluation

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SUPERINTENDENT’S RECOMMENDATIONS

05-61-13 On a motion by Mr. Pennycuff, seconded by Mrs. Emmert, to approve the personnel schedules, as presented.

Schedule A – Resignations

Richard Hackman, User Support Analyst, Tech Center, effective 5/31/13, personal
Anne M. Kramer, Substitute Teacher, effective 5/1/13, personal
Rebecca Smith, Teacher, Project Success, effective 6/1/13, retirement
Derek Christerson, Health Teacher, WWMS, effective 6/1/13, personal

Schedule B – Personnel Employment – Certificated

New Hires – from long-term substitute status

Samantha Brock, Kdg. Teacher, WWPS, \$39,133, effective 8/19/13
Danielle Brown, Kdg. Teacher, WWPN, \$39,133, effective 8/19/13
Heather Hils, Teacher, WWIS, \$42,734, effective 8/19/13
Donna Morua, Kdg. Teacher, WWPN, \$44,659, effective 8/19/13

New Hire

Kira Camara, Intervention Specialist, \$40,896, effective 8/19/13

Re-hiring of Substitute Teachers: General Fund, effective 2013/14 Contract Year

All substitute teachers employed during the 2012-13 school year, pending proper licensure and background checks mandated by the Ohio Department of Education.

Schedule C – Personnel Employment – Support Staff

Jesse Whitfield, Jr., Sub Security Monitor, \$12.78/hr., effective 11/29/12
Tricia Murray, Food Service, WWMS, \$11.19/hr., effective 5/1/13
Kim Adams, Sub Food Service, \$10.71/hr., effective 5/13/13

Summer Tech Assistants: General Fund @ \$13.64/hr., effective 5/28/13

Tommy Foertmeyer Mason Tribbe
Joey Bertram Jesse Whitfield, Jr.

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

Re-Certification CDL class for 4 hours: General Funds, 4 hours paid at regular hourly rate of pay according to section 38.01 of OAPSE C.B.A.

Cynthia Armstrong Pat Finley Stephanie Brown Cynthia Davis

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SUPERINTENDENT’S RECOMMENDATIONS (CONT.)

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

Candy Curry	Andrea Hall
Christy Diagacomo	Sam Malone
Shonda Ferguson	Charles Payne
Fernando Figueroa	Chris Weber

Mentor: General Fund, effective 2012/13 Contract Year

Katrina Henderson, WWIS, Mentor for Chinese Teacher 1st Semester, \$500

Change in Stipend for Mentor Pay: effective 2012/13 Contract Year

Chris Gibfried, Mentor end due to FMLA, total to be paid for year; \$2,031

Lisa Hart, Additional pay for assuming mentor responsibilities, \$469

WWHS ISSN Summer Training: Title I, Sub funding, 12 hours each @ \$27/hr., effective 6/4-5/13

Mimi Albers	Kyle Routzong
Dave Bell	Catherine Sanchez
Tony Boyd	Ryan Yards
Maria Gillespie	

Payment for Grievance Settlement

Maria Pat Finley, Bus Driver, 2 hrs. overtime pay, settlement of grievance 2013-3, effective 4/23/13

WWHS ISSN Summer Training: Title I, Sub funding, 12 hours each @ \$27/hr., effective 5/29-30/13

Nick Argentati	Sarah Gardner	Mike Ricco
Dani Ashbrook	Donnie Gillespie	Beth Richards
Marie Auciello	Alicia Hardenburg	Ally Roy
Carol Becci-Youngs	Lisa Hart	Angelina Ruskin
Jim Bissell	Michelle Kozlowski	Aaron Schmits
Valerie Blauvelt	Howard Liff	Brian Schultz
Brandon Booth	Greg Lynch	Michelle Sisk
Jim Breyer	Kamaria Martin	Ben Spector
Deb Brookbank	Lauren McDaniel	Amy Stokes
Matt Buhl	Steve Metz	Elaine Sugawara-Forster
Laura Burton	Emily Newton	Dave Traubert
Becky Cimini	Joe Pearce	Amy Uecker
Denise Davenport	Katie Power	Nicole Williford
Angie Dooley	Katie Powers	Maria Wilson
Sarah Elam	Melinda Reilly	Rose Yang

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SUPERINTENDENT’S RECOMMENDATIONS (CONT.)

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

Supplemental Pay for Student Resource Coordinators: General Fund

Brenda Hodges-Davis, Extra Discipline Hearings & Related Duties, \$8,372, effective 2013/14 Contract Year

Ken Long, Extra Safety and Security Coordination, \$3,500, effective 2012/13 Contract Year

Stipend paid by U.C. for Mentors of Student Teachers: General Fund, effective Spring 2013 for 2012/13 Contract Year

Janet Harden, WWIS, \$700

Liz Styles, WWIS, \$700

Theresa Mitchell, WWIS, \$300

Jerri Reddert, WWMS, \$700

Sue Rahe, WWPN, \$100

Tricia Wilke, WWPN, \$100

Schedule E – Leaves

Rachel Henry, Teacher, WWPS, effective 8/19/13-11/08/13, F.M.L.A.

Rachel Henry, Teacher, WWPS, effective 11/11/13-6/4/14, Unpaid Childcare Leave of Absence

Jennifer Chaney, Teacher, WWPS, effective 8/21/13-11/13/13, F.M.L.A.

Schedule M – Termination of Classified Employee

Columbus Henderson, Bus Driver, effective 5/21/13, termination

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

President Cleary declared the motion carried.

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SUPERINTENDENT’S RECOMMENDATIONS (CONT.)

Resolution to Participate in State and Federal Programs

05-62-13 On a motion by Mrs. Emmert, seconded by Mr. Thomas to approve the Resolution to Participate in State and Federal Programs, as presented. Mr. Steve Denny, Executive Director of Accountability and Business Affairs, reviewed the Title IV-B (IDEIA) budget and solicited any public comments. (Resolution attached)

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

President Cleary declared the motion carried.

School Lunch Price Increase for 2013-2014

05-63-13 On a motion by Mrs. Burns, seconded by Mr. Thomas to approve the School Lunch Price Increase for 2013-2014 as follows:

- Elementary from \$2.10 to \$2.20
- Middle and High School from \$2.60 to \$2.70

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

President Cleary declared the motion carried.

Authorization to Continue Membership in the Ohio High School Athletic Association for 2013-2014 School Year

05-64-13 On a motion by Mr. Pennycuff, seconded by Mrs. Burns to approve membership in the Ohio High School Athletic Association for the 2013-2014 School Year.

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

President Cleary declared the motion carried.

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SUPERINTENDENT’S RECOMMENDATIONS (CONT.)

Textbook Adoption

05-65-13 On a motion by Mrs. Emmert, seconded by Mr. Thomas to approve the proposed textbooks for adoption, as presented.

WWMS

Social Studies

Discovering Our Past: A History of the World – ISBN #978-0-02-138375-7 – McGraw Hill – 7th Grade

WWHS

Math

College Algebra & Trigonometry (5th Ed.) – ISBN #978-0-321-67178-3 – Pearson – 11th and 12th Grade

Science

Physical Science – ISBN #978-0030936449 – Holt – 9th Grade

Physics (6th Ed.) – ISBN #0-13-607302-6 – Pearson/Prentice Hall – 11th and 12th Grade

Anatomy Physiology: The Unity of Form and Function (6th Ed.) – ISBN #978-0-07-337825-1 – 11th and 12th Grade

AGS

It’s All Connected: A Comprehensive Guide to Global Issues and Sustainable Solutions – ISBN #0-9711005-4-3 – Facing the Future – AGS Global Seminar

Business & Technology

Century 21 Accounting – ISBN #978-0-8400-6498-1 – South-Western Cengage Learning – 11th and 12th Grade

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

President Cleary declared the motion carried.

Proposed Board Policies

05-66-13 On a motion by Mrs. Emmert, seconded by Mr. Pennycuff to approve the Proposed Board Policy Revisions, as presented. (Copies of all policies available from the Superintendent’s office)

New Policy 1411 – Whistleblower Protection – Administration

New Policy 1422 – Nondiscrimination and Equal Employment Opportunity – Administration

Revised Policy 1520 – Employment of Administrators – Administration

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SUPERINTENDENT’S RECOMMENDATIONS (CONT.)

Proposed Board Policies (Cont.)

- Revised Policy 2260 – Nondiscrimination and Access to Equal Educational Opportunity – Program
- Revised Policy 2340 – Field and Other District-Sponsored Trips – Program
- Revised Policy 2623 – Student Assessment and Academic Intervention Services - Program
- Revised Policy 3122 – Nondiscrimination and Equal Employment Opportunity – Professional Staff
- Revised Policy 3142 – Non-Renewal of a Teacher Contract – Professional Staff
- New Policy 3211 – Whistleblower Protection – Professional Staff
- Revised Policy 4122 – Nondiscrimination and Equal Employment Opportunity – Classified Staff
- Revised Policy 4211 – Whistleblower Protection – Classified Staff
- Revised Policy 5517.01 – Bullying and Other Forms of Aggressive Behavior – Students
- New Policy 6107 – Authorization to Accept and Distribute Electronic Records and to use Electronic Signatures – Finances
- Revised Policy 7300 – Disposition of Real Property/Personal Property – Property Replacement Policy – Access to District Technology Resources from Personal Communication Devices – Property
- Delete Policy 8120 – The Declaration Regarding Material Assistance or Non-Assistance to a Terrorist Organization (DMA) – Operations
- Revised Policy 8210 – School Calendar – Operations
- Revised Policy 8462 – Student Abuse and Neglect – Operations
- Revised Policy 8800 – Religious/Patriotic Ceremonies and Observances – Operations
- Revised Policy 8900 – Anti-Fraud – Operations

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

President Cleary declared the motion carried.

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SUPERINTENDENT’S RECOMMENDATIONS (CONT.)

Cost Savings Plan

05-67-13 On a motion by Mr. Pennycuff, seconded by Mrs. Emmert to approve the 2013-2014 Cost Savings Plan, as presented. (Copy of Plan attached)

Vote: Mr. Thomas, Nea; Mrs. Burns, Aye; Mrs. Emmert, Aye; Mr. Pennycuff, Aye; Mr. Cleary, Aye.

President Cleary declared the motion carried.

BOARD OF EDUCATION REPORTS

- | | |
|---|----------------------------|
| • Legislative Report | Mr. John Pennycuff, Member |
| • Great Oaks Career Technical Center Report | Mrs. Cindy Emmert, Member |
| • Financial Advisory Report | Mrs. Kim Burns, Vice-Pres. |
| | Mr. John Pennycuff, Member |
| Communication & Data | Mr. Tim Cleary, Pres. |
| | Mrs. Kim Burns, Vice-Pres. |
| Student Achievement | Mrs. Cindy Emmert, Member |
| | Mr. Eric Thomas, Member |

COMMENTS FROM MEMBERS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Cleary updated the public on the current status and timeline for the Superintendent selection process.

Job Description - Superintendent

05-68-13 On a motion by Mr. Thomas, seconded by Mr. Pennycuff to approve the job description for the Superintendent of the Winton Woods City Schools. (Attached)

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

President Cleary declared the motion carried.

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COMMENTS TO THE BOARD OF EDUCATION FROM THE ASSOCIATIONS

WWTA REPRESENTATIVE

Absent

OAPSE REPRESENTATIVE

Absent

EXECUTIVE SESSION

05-69-13 At 7:48 p.m. Mrs. Burns moved, seconded by Mr. Pennycuff to discuss personnel matters, specifically the Superintendent search.

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

President Cleary declared the motion carried.

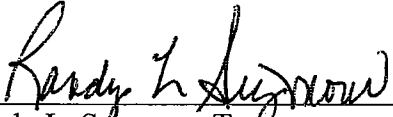
At 9:35 p.m. President Cleary declared the executive session concluded, that personnel matters, specifically the Superintendent search had been addressed and asked that the roll be called to reconvene the Regular session.

On the roll call the following members were present: Mr. Thomas, Mrs. Burns, Mrs. Emmert, Mr. John Pennycuff, and Mr. Tim Cleary.

ADJOURNMENT

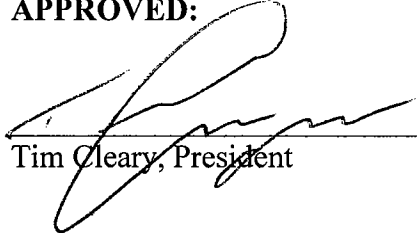
There being no further business, President Cleary declared the meeting adjourned at 9:37 p.m.

ATTEST:



Randy L. Seymour, Treasurer

APPROVED:




Tim Cleary, President

WINTON WOODS CITY SCHOOLS
Bank Reconciliation Statement
April 2013

	Fund Balance		Book Balance		Bank Balance	
001	General Fund	\$12,057,156.94	Beginning Balance	\$8,399,651.07	Fifth Third Bank	\$11,839,010.64
003	Permanent Improvement	1,019,711.21			Petty Cash	2,550.00
006	Lunchroom	359,825.31	Plus: Receipts	43,370,539.79	F/S Petty Cash	850.00
007	Special Trust	54,632.50	Less: Expenditures	(37,640,555.48)	Ath Petty Cash	500.00
018	Public School Support	44,316.99				
019	Local Grants	27,141.12				
200	Activity Fund	41,905.32				
300	Athletic Fund	99,782.72	Ending Balance	14,129,635.38	Total	11,842,910.64
401-9012	Auxillary Services - JPII	207,264.68				
451-9013	HSTW	5,400.00	Outstanding Warrants:		Investments:	
461-9013	HSTW	270.96				
506-9013	RttT	56,672.10	Fifth Third Bank	496,163.31	Certificates of Deposit	1,000,000.00
506-9913	RttT-New Tech	4,763.00	AmExp	169,094.78	EZPay Account	
506-9923	RttT-Mini Grant	0.00			Food Service	400.00
516-9013	IDEA-B	20,698.86			General Acct	398.52
524-9013	Career Education	1,900.76			Star Bank	1,951,183.71
533-9013	Title II-D Technology	0.00				
536-9013	Title I School Improvement	79,170.89				
551-9013	Title III LEP	5,743.62				
551-9131	Title III LEP Immigrant	0.00				
572-9013	Title I	33,452.38				
587-9013	ESCE IDEA-B	339.62				
590-9013	Title II-A Improving Teacher Quality	9,486.40				
			Total	665,258.09	Total	2,951,982.23
			Book Adjustments		Bank Adjustments	
					SAA-R62293	0.60
			Total	0.00	Total	0.60
Total Fund Balance	14,129,635.38	Book Balance	14,129,635.38	Bank Balance	11,842,911.24	
Plus: outstanding warrants	665,258.09	Plus: outstanding warrants	665,258.09	Plus: investments	2,951,982.23	
	0.00	Plus: book adjustments	0.00	Plus: bank adjustments		
Adjusted Fund Balance	\$14,794,893.47	Adjusted Book Balance	\$14,794,893.47	Adjusted Bank Balance	\$14,794,893.47	

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


 Randy L. Seymour, Treasurer

WINTON WOODS CITY SCHOOLS

General Fund Receipts

April 30, 2013

	<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	\$22,403,255	102%
Personal Property	0	0.00%	0	3,770	0%
Tuition (1)	1,340,000	3.22%	60,644	1,011,757	76%
Interest	10,000	0.02%	21,687	34,932	349%
Student Fees	159,800	0.38%	15,899	122,978	77%
Rental Fees	225,200	0.54%	28,562	185,595	82%
Other (2)	767,600	1.84%	189,334	522,091	68%
Total Local Revenue	24,417,600	58.59%	316,126	24,284,378	99%
State:					
Foundation Fund	13,515,000	32.43%	1,244,798	11,455,421	85%
Homestead & Rollback	2,740,000	6.57%	0	1,393,684	51%
Other (3)	821,000	1.97%	2,224	438,447	53%
Total State Revenue	17,076,000	40.98%	1,247,022	13,287,552	78%
Federal:					
Other (4)	180,000	0.43%	10,146	181,886	101%
Total Federal Revenue	180,000	0.43%	10,146	181,886	101%
Return of Advances/Trans-In	0	0.00%		0	0%
Refund of Prior Yr. Exp.	0	0.00%	0	0	0%
Total	0	0.00%	0	0	6%
GRAND TOTAL	\$41,673,600	100.00%	\$1,573,294	\$37,753,816	90.59%

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

(2) Includes all other receipts not otherwise classified

(3) Includes catastrophic and tangible reimbursement

(4) Includes Medicaid and e-rate reimbursement

WINTON WOODS CITY SCHOOLS
General Fund Expenditures by Object
April 30, 2013

	<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)	\$22,204,440	53.26%	\$18,039,610	\$0	\$4,164,830	81.24%
Fringe Benefits (200)	8,687,500	20.84%	6,686,003	39,674	1,961,823	77.42%
Purchased Services (400)	8,076,205	19.37%	5,823,896	1,054,339	1,197,970	85.17%
Materials & Supplies (500)	1,337,453	3.21%	1,034,548	206,084	96,821	92.76%
Capital Outlay - New (600)	297,090	0.71%	176,525	69,445	51,120	82.79%
Other (800)	835,312	2.00%	719,576	38,378	77,358	90.74%
Transfers/Advances (900)	250,000	0.60%	0	0	250,000	0.00%
Total	\$41,688,000	100.00%	\$32,480,158	\$1,407,920	\$7,799,922	81.29%

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	<u>85,719</u>
Total Appropriations	<u>\$41,773,719</u>

WINTON WOODS CITY SCHOOLS
General Fund Expenditures by Function
April 30, 2013

	<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>
Regular (1100)	\$18,585,005	44.58%	\$14,805,615	\$163,006	\$3,616,384	80.54%
Special (1200)	5,486,600	13.16%	4,255,883	383,604	847,113	84.56%
Vocational (1300)	275,100	0.66%	223,825	1,267	50,008	81.82%
Pupils (2100)	2,162,420	5.19%	1,700,169	66,157	396,094	81.68%
Instructional Staff (2200)	2,244,538	5.38%	1,809,232	20,282	415,024	81.51%
Board of Education (2300)	162,100	0.39%	131,467	15,414	15,219	90.61%
School Adm. (2400)	3,301,650	7.92%	2,739,323	10,907	551,420	83.30%
Fiscal Services (2500)	1,305,550	3.13%	1,086,139	46,915	172,496	86.79%
Business Services (2600)	391,100	0.94%	281,840	55,932	53,328	86.36%
Oper. of Plant (2700)	3,371,750	8.09%	2,384,947	353,293	633,510	81.21%
Pupil Trans. (2800)	2,352,600	5.64%	1,695,779	224,655	432,166	81.63%
Statistical Services (2900)	1,103,425	2.65%	858,947	49,174	195,304	82.30%
Community Services (3000)	30,162	0.07%	26,250	564	3,348	88.90%
Extracurricular (4000)	614,000	1.47%	439,272	1,540	173,188	71.79%
Capital Outlay (5000)	52,000	0.12%	41,470	15,210	(4,680)	109.00%
Contingencies (7000)	250,000	0.60%	0	0	250,000	0.00%
Total	\$41,688,000	100.00%	\$32,480,158	\$1,407,920	\$7,799,922	81.29%

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

April 30, 2013

FUND	Beginning Balance	FYTD Revenues	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001 General	\$6,783,499	\$37,753,816	\$32,480,158	\$12,057,157	\$1,407,920	\$10,649,237
Special Revenue Funds:						
018 Public School Support	39,644	67,102	62,429	44,317	12,947	31,370
019 Other Grants	43,335	19,108	35,302	27,141	1,521	25,620
300 District Managed Activity	88,858	205,663	195,142	99,379	57,010	42,369
401 Auxiliary Services	95,505	295,966	184,206	207,265	117,283	89,982
451 Data Communication	0	10,800	5,400	5,400	5,400	0
461 Vocational Ed Enhancements	0	6,606	6,335	271	222	49
506 Race to the Top	60,459	377,486	376,510	61,435	62,116	(681)
516 IDEA	207,551	701,859	888,711	20,699	14,334	6,365
524 Vocational Education	100	8,100	6,299	1,901	1,061	840
533 Title II-D Technology	3,459	1,128	4,587	0	0	0
536 Title I School Improvement	0	301,062	221,891	79,171	78,699	472
551 Limited English Proficiency	2,610	65,502	62,369	5,743	4,751	992
572 Title I	92,963	950,345	1,009,856	33,452	26,545	6,907
587 IDEA Early	1,589	16,603	17,852	340	0	340
590 Title II-A	2,579	93,521	86,614	9,486	835	8,651
Capital Projects Funds:						
003 Building	502,302	1,229,820	712,411	1,019,711	26,495	993,216
007 Special Trust	33,843	67,871	47,081	54,633	8,807	45,826
Agency Funds:						
200 Student Activity	37,432	22,061	18,885	40,608	38,573	2,035
Enterprise Funds:						
006 Food Services	402,222	1,176,121	1,218,518	359,825	122,784	237,041
Total	<u>\$8,397,950</u>	<u>\$43,370,540</u>	<u>\$37,640,556</u>	<u>\$14,127,934</u>	<u>\$1,987,303</u>	<u>\$12,140,631</u>

6.015

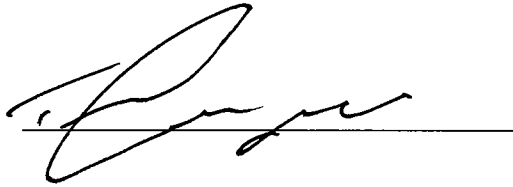
RESOLUTION TO PARTICIPATE IN STATE AND FEDERAL PROGRAMS

BE IT RESOLVED by the Board of Education of the Winton Woods City School District, that the Administration be directed to make application to participate in the State and Federal Programs in FY 2014 for which the District is entitled to receive funds and which are deemed beneficial for the instructional program.

BE IT FURTHER RESOLVED, that the Superintendent be appointed as the authorized representative for said Board, and the Superintendent shall sign all Assurances and Compliance applicable and the Superintendent and the Treasurer shall review and sign all submitted budgets.

Adopted this 20th day of May, 2013, by the Winton Woods City School District Board of Education:

Mr. Tim Cleary, President

A handwritten signature in black ink, appearing to read 'Tim Cleary', is written over a horizontal line.

Memo

Date: April 16, 2013

To: Winton Woods City Schools Board of Education

From: Steve Denny, Executive Director of Accountability & Business Affairs
Karen Homan, Director of Child Nutrition

re: 2013-14 Lunch Price Increase

The interim rule entitled, "National School Lunch Program: School Food Service Account Revenue Amendments Related to the Healthy, Hunger-Free Kids Act of 2010" requires school food authorities (SFAs) participating in the National School Lunch Program to ensure sufficient funds are provided to the non-profit school food service account for lunches served to students not eligible for free or reduced price meals. There are two ways to meet this requirement: either through the prices charged for "paid" lunches or through other non-Federal sources provided to the non-profit school food service account.

After inputting our numbers into the 2013-14 Paid Lunch Equity Calculator Tool, WWCS is currently at a weighted average lunch price of \$2.37. For school year 2013-14 we are required to be at a weighted average lunch price of \$2.40.

In order to remain in compliance, the following lunch price increase for school year 2013-14 is proposed:

	<u>Current Price</u>	<u>Proposed Price</u>	<u>Increase</u>
Elementary Price	\$2.10	\$2.20	\$.10
MS/HS Price	\$2.60	\$2.70	\$.10
HS Deli Price	\$2.95	\$2.95	\$.00

Preliminary Staffing Changes

Reductions	Salary	Benefits	Total
<u>Primary</u>	204,500	76,500	281,000
(Four (4) teachers and Two (2) Chinese teachers)			
One (1) Music			
One (1) Art			
One (1) P.E.			
One (1) Spanish			
Two (2) Chinese			
 <u>Middle</u>	 81,800	 30,600	 112,400
(Two (2) teachers)			
One (1) P.E.			
One (1) Reading			
 <u>High School</u>	 38,000	 6,300	 44,300
(Two (2) part time Home Economics - 0.67 FTE)			
 <u>Central Administration</u>	 35,000	 13,000	 48,000
One (1) Receptionist			
 <u>Other</u>	 15,300	 2,450	 17,750
One (1) Sub. Project Success			
	_____	_____	_____
Total Proposed Reductions	374,600	128,850	503,450
 Additions			
ALL DAY Kindergarten			
Classroom Set Up (5 yr. average)			
(Furniture, supplies, technology)			
			13,000
Loss in Rental Income			
			15,000
Team Leaders	12,000	2,000	14,000
Clerical Assistant	31,000	15,000	46,000
One (1) High School Math	40,900	15,300	56,200
	_____	_____	_____
Total Proposed Additions	83,900	32,300	144,200
 Net Reductions	 290,700	 96,550	 359,250
	=====	=====	=====
 Potential Loss from Federal Funds			 280,000

**Winton Woods City Schools
SUPERINTENDENT OF SCHOOLS – Job Description**

OVERVIEW OF POSITION

The Winton Woods City Schools Superintendent reports directly to the Board of Education and holds all executive and administrative authority and responsibility for the effective operation of the schools, excluding those areas of control which are required by statute to be exercised directly by the Board or another office. The Superintendent acts as the district leader with the support and oversight of the district administrators.

MAJOR RESPONSIBILITY

The Superintendent works with the Board to develop policies and goals to enhance learning for all students in the Winton Woods City Schools.

KEY FUNCTIONS

A. VISION, CONTINUOUS IMPROVEMENT, AND FOCUS OF DISTRICT WORK

The Superintendent will partner with the School Board to establish a vision for the district. The vision embeds continuous improvement and will be supported by a focused plan for achieving district goals. The Superintendent articulates this vision, providing a clear description of what the district can become. This vision drives the district's work.

The Winton Woods City Schools Superintendent will be expected to:

1. Communicate the district's vision, goals, and focused plan.
2. Expect, model, and support the effective use of data.
3. Create and execute a coherent plan with a limited, achievable number of goals and objectives.
4. Implement the district plan and monitor the strategies and activities for achieving the goals and objectives.
5. Provides regular and year-end reports on progress.

B. COMMUNICATION AND COLLABORATION

Effective superintendents have processes in place to:

- facilitate communication and collaboration with the board of education and the district treasurer,
- establish and maintain effective relationships with school personnel, and
- engage the external community.

Effective superintendents recognize the importance of involving multiple stakeholders from diverse groups to inform decision making, communicate processes and celebrate accomplishments. To gain and maintain support for these improvement efforts and to sustain the focus on the goals, effective superintendents must communicate effectively with staff and stakeholders.

The Winton Woods City Schools Superintendent will be expected to:

1. Develop, implement and maintain effective communication systems.
2. Communicate effectively, openly and demonstrate a willingness to collaborate with the board of education, the district treasurer and the district staff and external stakeholders.
3. Keep the public and staff informed about current educational practices, educational trends, policies, progress, and challenges in the District's schools.
4. Solicit diverse public and staff feedback about matters pertaining to the schools.
5. Execute activities that build and sustain positive community engagement among diverse district stakeholder groups.
6. Promote understanding, appreciation, and use of the community's diverse social, cultural, and intellectual resources.

C. POLICIES AND GOVERNANCE

Effective superintendents identify, prioritize, recommend and follow policies and governance procedures that maintain a focus on the central goal — ensuring the success of all students. Effective superintendents recognize the moral imperative to ensure the success of every child and recommend and enforce policies and governance practices accordingly. Effective superintendents value the importance of an effective working relationship with the Board and enlist the Board's support for district goals.

The Winton Woods City Schools Superintendent will be expected to:

1. Review, develop and recommend policies for the district that will promote student achievement efforts.
2. Implement and continually assess policies and practices.
3. Identify and respond to societal and educational trends that affect the district and community.
4. Advocate for all children that are enrolled in the district.
5. Prepare and submit to the Board recommendations relative to all matters requiring Board action, proactively placing before the Board data, information, and reports as needed to ensure the making of informed decisions.
6. Attend and participate in all meetings of the Board and its committees, except when guided by the Board.

D. INSTRUCTION

The Superintendent leads the creation of instructional systems designed for high student achievement. The Superintendent shall place a primary focus on improving instruction and enhancing student learning. As the district's instructional leader, the Superintendent shall create a district culture and expectations that support effective data-based decision making at all levels of the system. The Superintendent shall work with district and building administrators to identify, collect, analyze, and use relevant data to identify strengths to sustain and improvements to address. The Superintendent shall promote, support and use research-based best practices for teaching and learning. Effective Superintendents support and hold individuals at all levels of the district accountable for demonstrating academic progress.

The Winton Woods City Schools Superintendent will be expected to:

1. Require district-wide use of all adopted curriculum.
2. Ensure the development and implementation of high-quality, standards-based instruction.
3. Set expectations for and guide the creation of a comprehensive academic assessment system for the district.
4. Ensure that the district curriculum, instruction, and assessment program are designed to provide full access and opportunity to all students consistent with available resources and legal mandates.
5. Provide for high-quality professional development for all staff aligned to district goals, and with district, state and applicable national expectations.
6. Direct and supervise extra and co-curricular programs in the District.

E. RESOURCES

Effective superintendents intentionally align financial, human, time, materials, technological and facility resources in support of district goals. Effective Superintendents create an administrative structure that supports and serves schools. Effective superintendents organize the district to provide leaders appropriate authority within their schools to make decisions and implement initiatives. To allow for this to happen successfully, superintendents provide adequate and equitable resources across the district.

The Winton Woods City Schools Superintendent will be expected to:

1. Organize calendars, and schedules focused on district goals.
2. Manage and prioritize fiscal resources to align expenditures with district goals
3. Identify and equitably allocate materials and technology to support district goals.
4. Oversee the district's facilities and operations.
5. Implement an effective talent management structure that includes evaluation and development processes for all employees of the district with student academic growth as the foundation where possible.
6. In collaboration with the District Treasurer, maintain a process for the creation of the annual tax budget and appropriation budget and recommend them to the Board for approval.

7. In collaboration with the District Treasurer identify tax millage needed to maintain the District's educational programs and provide leadership to tax levy campaigns.
8. Manage and supervise the transportation of students and provision of food services as supports for student achievement.

F. Special Projects, other duties and skills

To identify, address, and/or resolve tasks and problems that emerge in the District, which are unique or crucial to the overall successful operation of the district. It is expected that the Superintendent demonstrate leadership skills in the carrying out of his/her functions.

The Winton Woods City Schools Superintendent will be expected to:

1. Build coalitions in district communities to support District goals.
2. Manage construction projects; facilitation of coherent, well-planned process.
3. Identify enrollment trends and create plans to increase enrollment.
4. Demonstrate leadership and skill in the following: effective communicator, thoughtful decision-making, building a culture of trust and high expectations, leading change, facilitates conflict management, demonstrates creativity, anticipates problems, demonstrates entrepreneurial skills, is a self-initiator, demonstrates high ethical and professional behavior.
5. Demonstrate ongoing professional growth aligned to meeting the needs of the district.

QUALIFICATIONS

Possess a master's degree and Ohio Superintendent's certificate

Adopted:

Revised:

Reviewed:

Re-adopted: May 20, 2013