

The Twinsburg City School District Board of Education met in REGULAR session on the above date at R.B. Chamberlin Middle School Media Center, 10270 Ravenna Road, Twinsburg, Ohio, 44087 at 6:00 p.m. The following board members were present: Mr. Andrews, Mrs. Cain-Criswell, Mr. Crosby, Mr. Shebeck, and Mr. Stuver. Recordings of the Board of Education meeting are made and kept at the Board Office. Video recordings and Board approved Minutes are available on the District's web site.

12-264 Amend Agenda

Mr. Stuver moved and Mr. Crosby seconded that the Twinsburg Board of Education amend agenda to add employment items G4 and G5. (Res 12-271 & 12-272)

*Ayes: Mr. Andrews, Mrs. Cain-Criswell, Mr. Crosby, Mr. Shebeck, and Mr. Stuver.
The Board President declared the motion approved.*

Mr. Shebeck moved and Mr. Andrews seconded that the Twinsburg Board of Education adopt resolutions 12-265 to 12-267

12-265 Employment

That the Twinsburg Board of Education accepts the Certificated/Licensed Personnel and/or contract recommendations detailed in the attached Exhibit as per the dates, terms, and other applicable conditions specified, pending satisfactory ORC background check.

Certificated/Licensed Staff Recommendations August 15, 2012					
CONTRACTS					
Name	Position	Bldg.	Effective	Rate	Note(s)
Bellamy, Christina	Mathematics 7-12	RBC	8/17/12	BA, Step 0	Replaces Marcy Richards who is transferred to the Guidance position vacated by Jacquelyn Knoch
Busch, Amanda	Elementary, 4-9	Dodge	8/17/12	BA, Step 2	Replaces Randy Tucker who resigned
Bobrowski (Pfenning), Lauren	Teacher	Dodge	TBD	\$22.92/hr.	Up to three hours at the Curriculum Rate for Math Curriculum development. To be paid from Title IIA.
Coseno, Jodie	Teacher	RBC	TBD	\$22.92/hr.	Up to two hours at the Curriculum Rate for CIP development. To be paid from Title IIA.
Coseno, Jodie	Teacher	RBC	TBD	\$22.92/hr.	Up to three hours at the Curriculum Rate for Math Curriculum development. To be paid from Title IIA.
Edwards, Dave	Teacher	RBC	TBD	\$22.92/hr.	Up to three hours at the Curriculum Rate for Math Curriculum development. To be paid from Title IIA.
Fernandez, Lia	Teacher	RBC	TBD	\$22.92/hr.	Up to three hours at the Curriculum Rate for Math Curriculum development. To be paid from Title IIA.

Funk, Jeff	Teacher	RBC	TBD	\$22.92/hr.	Up to two hours at the Curriculum Rate for CIP development. To be paid from Title IIA.
Mariola, Beth	Teacher	RBC	TBD	\$22.92/hr.	Up to two hours at the Curriculum Rate for CIP development. To be paid from Title IIA.
Musselman, Lori	Science, 7-12	THS	8/17/12	MA, Step 4	Replaces Scott Amstutz who resigned
Richards, Marcy	Guidance Counselor	RBC	2012/2013	Per Diem	Extended Day Contract for ten (10) days. Replaces Jacquelyn Knoch at RBC as Guidance Counselor.
Smalheer, Laura	Teacher	RBC	TBD	\$22.92/hr.	Up to two hours at the Curriculum Rate for CIP development. To be paid from Title IIA.
Thompson, Julie	Teacher	RBC	TBD	\$22.92/hr.	Up to three hours at the Curriculum Rate for Math Curriculum development. To be paid from Title IIA.
Widener, Rebecca	Teacher	RBC	TBD	\$22.92/hr.	Up to three hours at the Curriculum Rate for Math Curriculum development. To be paid from Title IIA.

Certificated/Licensed Staff Recommendations - August 15, 2012

RESIGNATIONS				
Name	Position	Bldg.	Effective	Note(s)
Hogue, Jamie	Teacher	THS	8/17/12	Personal
Tucker, Randy	Teacher	Dodge	8/17/12	Personal

Certified Staff Recommendations - August 15, 2012

SUBSTITUTES			
Name	Certification/Licensure	Effective	Rate
Bender, Kathryn	K-12 General Education (Short Term Sub License)	8/16/12	\$95.00
Collins, Daniel	7-12 Integrated Social Studies	8/16/12	\$95.00
Corturillo, Janice	7-12 Integrated Mathematics (Long Term Sub License)	8/16/12	\$95.00
Gorman, Brian	PreK-3 Early Childhood	8/16/12	\$95.00
Mertes, Melissa	K-12 General Education (Short Term Sub License)	8/16/12	\$95.00
Mulcahey, Sherry	7-12 Integrated Science	8/16/12	\$95.00
Pauley, Anne	1-8; K-12 Reading	8/16/12	\$95.00
Ramsey, Emily	PreK-12 Physical Education	8/16/12	\$95.00
Seymour, Michelle	K-12 General Education (Short Term Sub License)	8/16/12	\$95.00
Trachsel, Joy	CT Business Administration & Management (Long Term Sub License)	8/16/12	\$95.00
Turner, Daniel	7-12 Integrated L. Arts; Integrated S.Studies (Long Term Sub License)	8/16/12	\$95.00
Whitney, Anita	PS-3 Early Childhood (Long Term Sub License)	8/16/12	\$95.00

12-266 Employment

That the Twinsburg Board of Education accepts the Classified Personnel and/or contract recommendations detailed in the attached Exhibit as per the dates, terms, and other applicable conditions specified, pending satisfactory ORC background check.

Classified Staff Recommendations - August 15, 2012					
CONTRACTS					
Name	Position	Bldg.	Effective	Hours/Day	Note(s)
Carse, John	Permanent Sub Bus Driver	TR	8/17/12	191-day contract	Step 1; Four (4) hours per day. Replaces Thomas Laganke contingent on his approval as a Bus Driver
Checki, Elyse	Library Assistant	Wilcox	8/17/12	193-day contract	Step 1; Replaces Dana Wolf who resigned
Frey, Monica	Library Assistant	Bissell	8/17/12	193-day contract	Step 1; Replaces A. Busch who resigned contingent upon approval for a teaching position at Dodge
Laganke, Thomas	Bus Driver	TR	8/17/12	191-day contract	Step 1; Five (5) hours per day. Replaces Jason Mihaljevic who resigned.
Miller, Lori	Cook	Wilcox	8/17/12	3-hours per day	Step 1; Replaces Kelly Robinson who was promoted to a 5-hour position at THS.
Monroe, Lori	Bus Driver – Summer Assignments	TR	5/31/12 thru 8/01/12	As approved by M. Lenzo @ hourly rate	Correction to 8/01/12 BOE Agenda. Previously approved for period of 5/31/12 thru 7/31/12.
Mullett, Angie	Bus Driver	TR	8/17/12	191-day contract	Step 1; Five (5) hours per day. Replaces Lori Monroe
Smith, Scott Alan	Permanent Sub Bus Driver	TR	8/17/12	191-day contract	Step 1; Four (4) hours per day. Replaces Angie Mullett contingent on her approval as a Bus Driver.

Classified Staff Recommendations - August 15, 2012			
SUBSTITUTES			
Name	Position	Effective	Rate
Alston, Julie	Secretary	8/16/12	\$8.00
Ananea, Theresa	Secretary	8/16/12	\$8.00
Ananea, Theresa	Cook, Lunchroom & Library Assistant	8/16/12	\$7.70
Ananea, Theresa	Instructional Assistant	8/16/12	\$8.50
Ananea, Theresa	Janitor	8/16/12	\$9.15
Benich, Steve	Cook	8/16/12	\$7.70
Boley, Catherine	Cook, Lunchroom, & Latchkey Assistant	8/16/12	\$7.70
Boley, Catherine	Janitor	8/16/12	\$9.15
Delegram, Josephine	Lunchroom Assistant & Cook	8/16/12	\$7.70
Delegram, Josephine	Secretary	8/16/12	\$8.00
Jenyk, Amy	Instructional Assistant	8/16/12	\$8.50
Jenyk, Amy	Lunchroom & Library Assistant	8/16/12	\$7.70
Lewis, Brad	Instructional Assistant	8/16/12	\$8.50
Miller, Lori	Cook	8/16/12	\$7.70
Paci, Erika	Cook	8/16/12	\$12.51

Paci, Erika	Lunchroom & Library Assistant	8/16/12	\$12.74
Paci, Erika	Janitor	8/16/12	\$13.30
Pfeifer, Diane	Latchkey Assistant	8/16/12	\$12.74
Pfeifer, Diane	Custodian	8/16/12	\$16.71
Pfeifer, Diane	Janitor	8/16/12	\$13.30
Rotolo, Laura	Instructional Assistant	8/16/12	\$8.50
Rotolo, Laura	Library Assistant	8/16/12	\$7.70
Rotolo, Laura	Secretary	8/16/12	\$8.00
Ryan, Denise	Instructional Assistant	8/16/12	\$8.50
Ryan, Denise	Secretary	8/16/12	\$8.00
Schwartz, Laura	Library Assistant	8/16/12	\$7.70
Schwartz, Laura	Instructional Assistant	8/16/12	\$8.50
Scott, Ashley	Lunchroom, Latchkey & Library Assistant	8/16/12	\$7.70
Scott, Ashley	Instructional Assistant	8/16/12	\$8.50
Washington, Natasha	Instructional Assistant	8/16/12	\$13.45
Washington, Natasha	Secretary	8/16/12	\$14.73
Washington, Natasha	Library, Latchkey, & Bus Attendant Assistant	8/16/12	\$12.74
Washington, Thelma	Cook, Lunchroom, Latchkey & Library Assistant	8/16/12	\$7.70
Washington, Thelma	Instructional Assistant	8/16/12	\$8.50

Classified Staff Recommendations - August 15, 2012

LEAVES OF ABSENCE					
Name	Position	Bldg.	Effective	Days	Note(s)
Daetwyler, Louise	Instructional Assistant	Wilcox	10/16/12 thru 10/23/12	7	FMLA taken concurrently with Sick Leave
Manzo, Valerie	Instructional Assistant	Wilcox	8/17/12 thru 9/04/12	11	FMLA taken concurrently with Sick Leave

Classified Staff Recommendations - August 15, 2012

RESIGNATIONS					
Name	Position	Bldg.	Effective	Hrs/Day	Note(s)
Busch, Amanda	Library Assistant	Bissell	8/17/12	7.5	Resignation contingent upon BOE approval of Amanda's teaching assignment at Dodge
Lash, Nancy	Latchkey Assistant	Wilcox	8/08/12	3	Personal

12-267 Employment

That the Twinsburg Board of Education accepts the Supplemental Contract recommendations detailed in the attached Exhibit as per the dates, terms, and other applicable conditions specified, pending satisfactory ORC background check.

**Extracurricular Contracts
2012-2013
August 15, 2012**

Name	Contract	Bldg.	Effective	% of Base
Carder, Cheri	Dept. Chair – Special Education	THS	2012/2013	7.50%
Crichlow, Gus	Assistant Athletic Director	THS	2012/2013	15.00%
Grabfelder, Jill	National Honor Society Advisor	THS	2012/2013	3.25%
Houston, Donna	Dept. Chair – Business Educ	THS	2012/2013	3.75%
Houston, Donna	Graduation Advisor	THS	2012/2013	3.00%
Kirtley, Casey	Interactive Video Production	THS	2012/2013	4.00%
Kovolyan, Jordyn	Volleyball Coach – 9 th Grade	THS	2012/2013	0.75%

Krajcik, Jackie	High School Guidance	THS	2012/2013	7.50%
Lally, Michael	Dept. Chair – Social Studies	THS	2012/2013	7.50%
Milano, Lisa	Dept. Chair – English	THS	2012/2013	7.50%
Misanko, Sharon	Dept. Chair – Art	THS	2012/2013	3.75%
Porinchak, Michael	Dept. Chair - Math	THS	2012/2013	7.50%
Scott, Shannon	Dept. Chair – Science	THS	2012/2013	7.50%
Stebbins, David	Dept. Chair – Foreign Language	THS	2012/2013	7.50%

*Ayes: Mr. Andrews, Mrs. Cain-Criswell, Mr. Crosby, Mr. Shebeck, and Mr. Stuver.
The Board President declared the motions approved.*

Mrs. Cain-Criswell moved and Mr. Crosby seconded that the Twinsburg Board of Education adopt resolutions 12-268 to 12-272.

12-268 Administrative Salary Schedule

That the Twinsburg Board of Education approves the revised Administrative Salary Schedule, as per the attached. See page 263

12-269 Latchkey Fees

That the Twinsburg Board of Education approves the revised Latchkey Fees for the 2012/2013 school year, as per the attached Exhibit. The Latchkey Fees are part of the Operational Change Plan. See page 264

12-270 Board Policy

That the Twinsburg Board of Education approves the *second reading* of the following Board of Education Policies:

BYLAWS:

Policy #0160 Meetings

ADMINISTRATION:

Policy #1320V1 Duties of the Treasurer (Delete)

Policy #1320 Duties of the Treasurer

Policy #1330 Evaluation of the Treasurer

PROPERTY:

Policy #7530.01V2 Staff Use of Wireless Communication Devices (Replaces Policy #7530.01: Wireless Communication Allowance and Staff Use of Wireless Communications Devices)

Policy #7540.04 Staff Network and Internet Acceptable Use and Safety

12-271 Employment

That the Twinsburg Board of Education approves the conditional employment of Mr. Brian Fantone as a substitute teacher at substitute rate of \$95 per day, pending the Ohio Department of Education issuing a teaching license. Mr. Fantone failed to renew/secure his regular teaching license prior to the start of the 2012-2013 school year. Mr. Fantone will be reemployed as a regular teacher when the Board receives notice Mr. Fantone has received his regular teaching license from the ODE.

12-272 Employment

That the Twinsburg Board of Education approves the conditional employment of Mr. Brian McNair as a substitute teacher at substitute rate of \$95 per day, pending the Ohio Department of Education issuing a teaching license. The effective date of this approval is determined upon Mr. McNair's submission of a substitute teacher application to the Superintendent and submission to the ODE of an application for a teaching license pursuant to ORC 3319.22 to 3319.31. Mr. McNair failed to renew/secure his regular teaching license prior to the start of the 2012-2013 school year. Mr. McNair will be reemployed as a regular teacher when the Board receives notice Mr. McNair has received his regular teaching license from the ODE.

*Ayes: Mr. Andrews, Mrs. Cain-Criswell, Mr. Crosby, Mr. Shebeck, and Mr. Stuver.
The Board President declared the motions approved.*

The Board of Education participated in the discussion and formulation of District Goals for the coming school year.**12-273 EXECUTIVE SESSION**

Mr. Stuver moved and Mrs. Cain-Criswell seconded that the Twinsburg Board of Education meet in Executive Session at 7:52 p.m. for the purpose of discussing: the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees, and consider the discipline of an employee per Board of Education Policy #0166(A).

*Ayes: Mr. Andrews, Mrs. Cain-Criswell, Mr. Crosby, Mr. Shebeck, and Mr. Stuver.
The Board President declared the motion approved.*

The Board reconvened from Executive Session at approximately 8:22 p.m.

The following members were present:

Mr. Andrews, Mrs. Cain-Criswell, Mr. Crosby, Mr. Shebeck, and Mr. Stuver.

12-274 Adjournment

Mr. Stuver moved and Mr. Shebeck seconded that the Twinsburg Board of Education adjourn at 8:22 p.m.

*Ayes: Mr. Andrews, Mrs. Cain-Criswell, Mr. Crosby, Mr. Shebeck, and Mr. Stuver.
The Board President declared the meeting adjourned.*

Board President

Treasurer

ADMINISTRATIVE PERSONNEL SALARY SCHEDULE

Certificated & Classified Administrators

(Last Revision: 6/28/12)

Administrative Personnel

<u>Enumeration of Positions Covered</u>	<u>Days</u>	<u>Responsibility Factor</u>
Assistant Superintendent	260 days	1.350
High School Principal	260 days	1.4312
Treasurer	260 days	1.310
Middle School Principal	217 days	1.190
Elementary Principal	217 days	1.105/1.125**
High School Assistant Principal	217 days	1.075
Middle School Assistant Principal	217 days	1.065
Elementary School Assistant Principal	217 days	1.035
Director of Pupil Personnel	260 days	1.105
Coordinator of Learning & Technology	260 days	1.025
Athletic Director /Coord. of K-12 Student Act.	260 days	0.940
Food Service Supervisor	225 days	0.887
Technology Coordinator/Network Manager	260 days	0.718
Maintenance Supervisor	260 days	0.662
Transportation Supervisor	260 days	0.654

* = Higher factor used when enrollment exceeds 700 students.

Base Salary = \$65,555.00

Administrative Experience Factor = .01 for each year

Calendar Factor

Principals (217/225 days) = .1793
 Central Office (260 days) = .25

Extra-Curricular Factor

High School = .07
 Middle School = .05

Education Factor

B.A. = .00	M.A. + 12 = .03	M.A. + 30 = .06	Ph.D. = .11
M.A. = .01	M.A. + 18 = .04	Ed. S. = .08	Ph.D. + = .12
M.A. + 6 = .02	M.A. + 24 = .05	M.A. + 2 nd M.A. = .09	Ph.D. + 2 nd M.A. = .13

**REVISED LATCHKEY FEES
2012/2013 SCHOOL YEAR**

Weekly Fees (BOE Approved on 4/18/12)

Wilcox Primary School

\$50 for a week of morning services (\$10.00 per day for 1.5 hours per day)

\$75 for a week of afternoon services (\$15.00 per day for 3 hours per day)

Bissell Elementary School

\$62.50 for a week of morning services (\$12.50 per day for 2.5 hours per day)

\$75 for a week of afternoon services (\$15.00 per day for 3 hours per day)

Dodge Intermediate School

\$25 for a week of morning services (\$5.00 per day for 1 hour per day)

\$100 for a week of afternoon services (\$20.00 per day for 3 hour, 50 minutes)

Late Pick-Up Fee for each Child = \$10 per 15 minutes

Recommended Revision:

In light of the fact that Latchkey Fees, as noted above, have increased for the 2012/2013 school year, inquiries have been made by parents regarding a second fee schedule for students who would not attend the Latchkey Program for a full week. Following is the recommendation for a second scale for the Latchkey Program. This scale would be available for parents who choose to send their child/children to the Latchkey Program for one, two or three days a week. Parents who select this option would agree to the following:

- Parents who select this option must secure their child/children's place in the program by registering and prepaying for the days they wish their child to attend the Latchkey Program (1 to 3 days only) by the first of each month.
- As staffing is contingent on the number of students registered for the Latchkey Program, refunds will not be available.
- Transportation is not available for students participating in the Latchkey Program.

Recommended Fee Structure for Daily Latchkey Participation:

Wilcox Primary School — One, two or three day participation in any given week

\$15 a day for morning services (1-3 days)

\$20 a day for afternoon services (1-3 days)

Bissell Elementary School — One, two or three day participation in any given week

\$17.50 a day for morning services (1-3 days)

\$20 a day for afternoon services (1-3 days)

Dodge Intermediate School — One, two or three day participation in any given week

\$10 a day for morning services (1-3 days)

\$25 a day for afternoon services (1-3 days)

Late Pick-Up Fee for each Child = \$10 per 15 minutes