



Board Briefs

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

Volume 2011-2012 Number 8

Report from the Regular February 16, 2012 Board of Education meeting:

A. Administrative Reports

1. PTA Report – None.
2. **Mr. Hullman** – Approval of financial statements for the period ending January 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 structural roof repairs on a portion of the Bus Garage storage area were successfully completed the week of January 30, 2012. This will not be a long term solution and we will need to keep an eye on the situation and begin to develop some long term goals. In accordance with our Capital Plan, we are requesting your approval to participate in the school bus bidding process with the Ohio School Council (OSC) to ultimately purchase one replacement school bus in this calendar year. We have, for your approval, a transportation only agreement with Kids First on the agenda. This would allow them to use our buses and drivers for scheduled field trips. This agreement was patterned after similar agreements we have with other child care agencies. In alignment with our capital expenditure plan, we also have, for your approval, our participation, as a member, with the Ohio Department of Administrative Services to purchase a new eight passenger van and a new multipurpose pickup truck that will be utilized for snow removal and grounds maintenance. These vehicles will replace our 1995 delivery van and our 1995 pickup truck. The soil remediation trailer, which has been stationed at the Bus Garage for a couple of years, was removed at the end of January. BJAAM will now drill fifteen holes, for sampling purposes, to determine the present condition of the soil that was remediated. We are hopeful that we will be able to conclude this remediation process and receive a NFA (no further action). An update and revision to our Transportation School Bus Driver manual is being completed and your approval will be requested at our March 15, 2012 meeting. Heath and I continue to further break down our defined Transportation expenses into more specific detail, which includes non public and public as well as route groupings for Primary/Intermediate (PK, K-5) Middle school (6-8) and High school (9-12). The results will be shared with you at a later date. The State Highway Patrol spot inspected eleven buses on February 10, 2012 (four Fairview, one Lakewood, one UCS and five Olmsted). We now have ten buses left and Patrol will schedule one more visit.

Buildings and Grounds:

Our construction Core Team meeting was held on January 26, 2012. The budget was reviewed and all outstanding issues were revisited. Progress is being made and we scheduled our next meeting for March 15, 2012. Our Xerox copy machine team (Joe Magrey, Cathy Samuel, Debbie Fallon and myself) met with our new representatives. Xerox now owns ComDoc and Xerox is leveraging the strengths and capabilities of their company, ComDoc. In an effort to improve every aspect of our experiences with Xerox copy machines, these new representatives, one of whom is an Olmsted resident, will begin making their rounds to each of the buildings and assessing needs and concerns, evaluate copy machine usage and ultimately, we will meet to discuss those efforts and adjust as needed. For information purposes only, the Cuyahoga County Department of Public Works will be installing a traffic signal at the Fitch Road Fire Station for purposes of allowing emergency equipment to leave the station, while traffic is maintained, during an emergency situation only. On your February 16, 2012 Board agenda, we are asking for your approval to allow us to proceed with advertising for public bids to renovate our High School football field. All advertisement and bid specifications have been provided with your Board packets for your review. The only portion missing is EXHIBIT B Olmsted Falls Soccer Association (OFSA). I will not have that until February 21, 2012. In an attempt to resolve our domestic water supply issues in the "new" Middle school additions, Larry will be installing the T's in the cold and hot water lines on February 9, 2012, which will be a permanent installation at the lowest point of the line. A flushing process can then begin and we will monitor water quality going forward. A playground pre-bid meeting was held at the Early Childhood Center on February 8, 2012 and there were six vendors represented. Bid openings are scheduled for February 16, 2012 at the Township Building Department at 2:00p.m. The High school soccer field (at the Middle school) fencing project has been completed as designed. It is a nice aesthetic and functional value that has been added to that facility. Dan Binggeli and Tom Dipert have completed Kim Petrina's office and are about fifty percent complete with the renovations to Merritt Waters office in the basement of the Board offices. As is the norm, they have done a very meticulous job and have greatly improved the atmosphere of the basement offices. Working with Melinda Brunner to plan for space usages at the Early Childhood Center for the 2012-2013 school year. Additionally, we made provisions for the Post Prom committee to utilize room 508 to construct, paint and store props up until the time of the Prom. Any professional development activities scheduled for this room were transferred to either our other professional development room 506 or to another appropriate room. The Post Prom committee is very grateful for this opportunity. On February 10, 2012 met with Syed Abbas, Eric Yates from Architectural Vision Group (AVG), Todd, Bob Hill and myself to discuss project progress and scope as it relates to various High School projects. As an FYI, the Kiwanis sponsored "Circus" will be coming to town on July 13, 14, and 15, 2012. This will once again be staged at our Middle School facility to the south of our west main parking lot.

Personnel

All In-service Day classroom activities and lunch plans for our support staff are in place and ready to go. We look forward to a rewarding and successful day for everyone. Our Lean Six Sigma participants have had two classes and will be making a final decision on projects at the third class scheduled on February 14, 2012. Our High School custodial team met on February 3, 2012 and basically kicked off our store room project. This project is also being utilized for our custodial Six Sigma class participants. Melinda Brunner, Merritt Waters and I will meet with one of our paraprofessionals at the Early Childhood Center to discuss and clarify a medical doctor's request for this employee. The issue revolves around climate controlled conditions. This meeting will take place on March 2, 2012.

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

Curriculum & Instruction:

Language Arts Adoption Update

Over the past month, we've made some progress with our language arts adoption. Along with an update across several grade levels, I am attaching a letter that is in draft form. The letter is intended to provide parents and guardians with information related to our agreed upon language-arts instructional methodology. As the Common Core begins to come into play and our instructional methods become more aligned with the demands that it will put on us, our parents must develop a better understanding as to what we are trying to do so that they can support our efforts. I provided a draft of this letter to our PTA's Executive Council and asked for their input. I would be grateful if you could do the same. Now for the update...

K-3—the program field has been narrowed to two—Literacy by Design and Journeys; both programs are published by the Houghton-Mifflin Harcourt company. The core committee at the K-3 level is organized and the adoption is very much teacher led. Dr. Karen Kolozvary has served voluntarily as the instructional staff's liaison. She and I, along with Jen Cieker (formerly Baechle), Colleen Longville and Lisa Williams met with the publishing rep in order to ask a number of additional questions about both programs. While each program has a slightly different focus, each provide a structured scope and sequence to teach reading in a Balanced Literacy/Readers' Workshop style that the primary staff has used before. Further, both programs are grounded and correlated strongly to the ELA Common Core standards. It is important to the committee and critical to me that our adoption put us in a position to teach the common core. Thankfully, both programs emphasize this so that the Common Core will be embedded in what we do.

4-8—The teachers at OFIS and OFMS have created a Readers' Workshop implementation plan that outlines all of the elements that will be implemented. As indicated by the plus/delta conversation that took place at OFIS, there are some professional development needs that the OFIS teachers have. Mr. Svec has been tasked with pulling together the ELA Core Committee at OFIS to specifically identify these needs so that we can address them. The teachers have identified a core list of classroom library titles that will be purchased for each classroom. We are in the process of getting quotes from vendors for these titles. The vendors that we are considering are Perfection Learning, Scholastic and Follett. Implementing Readers' Workshop will allow us to focus more readily on the components and outcomes that the ELA Common Core demands— independence, strong content knowledge, the ability to respond to varying demands of audience, task and purpose, using technology and digital media strategically and capably, understanding perspectives and cultures and the ability to critique and comprehend.

9-12—The high school teachers met last week and have taken all of the ELA Common Core learning targets and mapped them for each grade level and instructional quarter. Many teachers have devoted in class time to independent reading. They have built a collective instructional understanding and vocabulary through professional reading that is discussed collaboratively (e.g. the *Readicide* book that I showed at the last board meeting). They are thoughtfully and strategically taking a look at how the teach English-Language Arts in grades 9 through 12 and

Closing the Achievement Gap Goal

The following information was obtained from the building principals as a method to provide an update on the district's academic goal. While each building has the autonomy to determine how they are working towards the goal of closing the achievement gap, there are some common themes throughout this data and through my conversations with the principals. Specifically:

- There is a heightened awareness amongst the teachers and staff members regarding who the targeted students are and what they need.
- The goal has provided a greater building focus.
- The creation of a specific "closing the achievement gap goal" has created an additional focus which has added a sense of urgency in the day to day instruction.

Early Childhood Center

- 40 of our 221 kindergarten students (18%) qualify for free and reduced lunch.
- Mrs. Brunner created a spreadsheet that was shared with the Kindergarten teachers during a data team meeting (following a conversation about confidentiality) that listed the students and then noted whether each had been listed on the preschool watch list, invited to Kindergarten Summer Boost, attended Summer Boost, involved in an intervention group with the ECC's tutor, discussed at Kid Talks and/or IAT, or involved in an intervention group with the Intervention Specialists.
- There is a Tier 1 awareness of the subgroups whereas in the past this was not an emphasis. As a result the teachers are careful to make sure that the children are eating at school (especially because there may be confusion since some parents may not be aware that lunch is available because we have a ½ day program and breakfast is available even though we refer to "free and reduced lunch").
- At this time, the ECC has not provided "special" targeted interventions with this group outside of high quality Tier 1 instruction. They are monitoring them.

Falls-Lenox

1st grade Language Arts SMART Goal: Using the DRA, first grade students will make one year growth from the September assessment to the May assessment, using the Independent Level. Teachers are each planning an enrichment lesson for their 5th quintile kids.

Lessons will be shared so they will have 11 lessons to offer enrichment to students. (Lessons may take several days.) Included in this and in all students' instruction, is a component where students will write a response to a question about a text, including all information needed to demonstrate comprehension of the text as assessed by a rubric.

2nd grade Language Arts SMART Goal: Students will make a year's worth of growth in their written responses to text as measured by a proficient score on the written response to text rubric that correlates to the student's DRA level.

Each month a community will share extended response question and sample answers including handouts and smart notebook info. They will discuss how to do a scoring camp;

3rd grade Language Arts SMART Goal: 90% of third grade students will make one year's worth of growth in DRA level (start with Fall 2011 level to Spring 2012).

Teachers are planning an intervention/enrichment block (30 minutes of instruction 1:45-2:20) 2 days a week T/W. Targeted instruction will be given using lessons from the Comprehension Tool Kit and each community has divided students into groups based on Aimsweb, DRA and Terra Nova scores. NOTE: The Falls-Lenox staff has created an extended day program as a method to provide remediation and extension opportunities for targeted students. We have taken some of our Title I resources and redistributed them to provide direct services to students. These interventions started last month.

Olmsted Falls Intermediate School

OFIS has identified all at-risk economically disadvantaged and special education students in the area of reading by analyzing their OAT scores. In addition to quality Tier I instruction, these students receive 30 minutes of Tier 2 small group instruction three to five days a week utilizing Read Naturally, Academy of Reading, or the Wilson Reading Program. Progress is monitored weekly in the area of reading fluency and monthly in the area of reading comprehension (MAZE).

The OFIS staff has also identified all at-risk economically disadvantaged and special education students in the area of math. In addition to quality Tier 1 instruction, these students have been targeted for additional help during recess and S.T.A.R. Currently, progress is being monitored using Everyday Math unit test scores. They are, however, working to develop additional formative measures used to monitor progress.

Olmsted Falls Middle School

Math and reading interventions are provided by in one or several of the following locations:

- Push In Support in which the intervention person goes into the mathematics classroom to provide support
- Pull Out Support in which the intervention person pulls the student from the classroom after the initial instruction for support
- Before/After School Support in which the intervention person works with the student outside of the school day to provide support

Math support looks like the following:

- Re-teaching using concrete instructional materials
- Frontloading to prepare students for an upcoming lesson or unit of instruction
- Use of graphic organizers for note taking, presentation of skills, and for organization of learning

Reading support looks like:

- Re-teaching of mini lessons and frontloading upcoming lessons
- Individual conferencing
- Independent reading

Students' progress is being monitored by using weekly CBM math and reading probes.

Olmsted Falls High School

At OFHS, they have identified all at-risk economically disadvantaged and special education students in the areas of reading and math by analyzing their OAT scores, as well as teacher recommendations. These students were placed in our Digital Math and Literacy course where they alternate between two weeks of math instruction and two weeks of reading instruction. Both math and reading teachers are utilizing our PLATO on-line OGT resource, as well as our Study Island on-line OGT resource. They track student progress through these programs. In addition, both math and reading teachers recently administered a full length OGT test to the students. We are tracking student scores for the test administration and analyzing the results to identify areas of weakness to target prior to the March administration of the test.

OTHER

- OFMS Social Studies Curriculum Issue/Parental Concern
 - o Mr. Kurz and I met with a group of OFMS Social Studies teachers to discuss Mrs. McKeigue's concerns. I am in the process of preparing a letter to this parent in order to respond to each of her concerns.

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

- a. Tax Valuation Analysis 2011 from Kolick and Kondzer
 - i. Increased valuations - \$115,000
 - ii. Requested valuations decreases that were not granted \$388,000
 - iii. Net Tax Benefit to the Olmsted Falls School District = \$503,000
- b. District Goal No. 1: Improving District Culture.
 - i. Climate Survey will be administered in mid-April.
 - ii. 5-10 customized questions – created in collaboration with OFEA
 - iii. January 2012 – Plus/Delta comments were distributed to the Board of Ed.
- c. Ohio School's Council
 - i. Group purchasing consortium in which over 200 Ohio public schools are members.
 - ii. Electricity, Natural Gas, school bus are some of the items OFCS group purchases.
 - ii. 2011 Annual Report of the Ohio Schools Council was distributed to Board.
- d. Olmsted Communities – Shared Survey on Recreation
 - i. First meeting was held with Burges & Burges, Sherri Lippus, Jeanene Kress and Garry Thompson.
 - ii. Council Work Session on Recreation scheduled for February 27, 2012 at 7:00 p.m.
- e. OSBA Meeting on Shared Services is scheduled for February 28, 2012 at 6:00 p.m. at the Cuyahoga County ESC. Greg Surtman, Rhonda McCrone and Michelle Theriot have RSVP'd.
- f. NSBA Conference is scheduled for April 21, 2012 – April 23, 2012 in Boston. City/County funds will grant the money so that board members Rhonda McCrone and Michelle Theriot will attend.

- g. Next Month – Superintendent Recommendation for an Updated Job Description for Personnel Specialist

6. **Consent Agenda**

A. **Minutes**

Minutes of the Regular Meeting of January 19, 2012, and Work Session of February 1, 2012.

B. **Recommendations of the Treasurer**

1. Approved Financial Report for the Period Ending January 31, 2012
 - (a) Receipts
 - (b) Expenditures
 - (c) Financial Bank Reconciliations
2. Approved 5-Year Forecast Analysis
 - (a) Supplemental Schedule
3. Approved Analysis of Intermediate/Middle School Project

C. **Recommendations of the Superintendent**

1. Approved Agreement between Olmsted Falls City Schools and STEPS Center for Excellence in Autism for the 2011-2012 SY. It is recommended that STEPS provide therapeutic educational services for select students so that we will remain compliant with the Ohio Department of Education.
2. Approved Service Agreement between Olmsted Falls City Schools and Achieve Consulting for the 2011-2012 SY. Achieve Consulting will provide start-up assistance to classroom staff at Falls-Lenox to include 10.5 hours of onsite/offsite consultation.
3. Approved High School Program of Studies for 2012-2013 School Year.
4. Approved an annual transfer of \$10,000 and an additional financial amount to cover twenty (20) days of substitute teacher costs from the District General fund to the District Athletic fund, effective July 1, 2012. All funds, from this transfer, are to be used to support professional development opportunities for district coaches.
5. Approved remuneration to district teachers who have hosted student teachers as presented.
6. Adopted Resolution authorizing the Olmsted Falls City School District to advertise and receive bids for the renovation of our high school football field.
7. Adopted Resolution authorizing the Olmsted Falls City School District to Approve Mandatory Use Contract with the State of Ohio Department of Administrative Services for New, Model Year 2012 Automobile and Passenger Vans effective October 15, 2011 through September 30, 2012.
8. Adopted Resolution authorizing the Olmsted Falls City School District to Approve Mandatory Use Contract with the State of Ohio Department of Administrative Services for New, Model Year 2012 Trucks, Utility Vehicles and Cargo Vans effective January 20, 2012 through September 30, 2012.
9. Adopted Resolution authorizing the Olmsted Falls City School District to participate in the Ohio Schools Council Cooperative Advertising and Receiving Bids for School Bus Chassis and Bodies Program.

10. Approved Agreement between Olmsted Falls Transportation Department and Kids First Learning Center, Olmsted Falls and The Olmsted Falls City Schools for transportation services from March 1, 2012 through December 31, 2012.
 11. Approved Revised Administrative Benefit Guidelines.
 12. Approved PK Mechanical, Inc. Change Order.
7. **PERSONNEL** Items (as shown below)
 8. **HEARING OF THE PUBLIC ON AGENDA ITEMS**
 9. **FOR THE BOARD'S DISCUSSION**
 - A. Regular Meeting – March 15, 2012 at 7:00 p.m. – Intermediate School – Media Center, 27043 Bagley Road, Olmsted Falls, OH 44138
 - B. Set Date/Time for Work Session in March
 1. Agenda Items
 - a. Transportation
 - b. Capital Outlay
 - c. Reduce Central Administration
 - d. Student Achievement up 5%
 - C. Discuss scheduling an Elected Officials Meeting for Spring 2012
 - D. Discuss Tenure Guidelines
 10. **ADJOURNMENT**

Personnel

Resignations:

None

Certificated Staff:

For 2011-2012 School Year

DIECKMAN, KAELA - To be hired as long term substitute teacher for Angela Kostraba, effective on or around March 2, 2012 through on or around May 21, 2012

To hire the following as Tutor for Home Instruction and Extended School Year (ESY) effective January 1, 2012 through August 31, 2012:

Grodek, Laura
Lucietta, Marcia

Support Staff

For 2011-2012 School Year:

BARTULICA, MARIA – 3 year contract (232 days) – Assistant Treasurer, effective August 1, 2012 through and including July 31, 2015

EFFNER, ALISSA – Unpaid leave of absence effective February 7, 2012 with return date to be determined

MAGREY, JOSEPH A. – Contract amendment from 227 days to 237 days effective for current contract (August 1, 2012 through and including July 31, 2015)

To amend the Cafeteria Substitute rate from \$7.58 per hour to \$7.70 per hour effective January 1, 2012; to be in compliance with the Ohio Minimum wage increase to \$7.70 per hour January 1, 2012

To amend Step 1 of the Casual Labor Salary schedule from \$7.50 per hour to \$7.70 per hour effective January 1, 2012; to be in compliance with the Ohio Minimum wage increase to \$7.70 per hour January 1, 2012

OWE Student:

Effective 2011-2012 school year, to be paid according to class arrangement (not to exceed \$8.10 per hour) as follows:

Kelvin Venegas Solis – Primary School

For 2011-2012 school year: Supplementals:

Insley, Brian - Asst. Track Coach (Boys & Girls) (.50)

Yurmanovich, Michael - Asst. Track Coach (Boys & Girls) (.50)

Zelesnikar, Daniel - Asst. Track Coach (Boys & Girls) (.50)

Stipends:

Apatzky, Amanda – Literacy Nights

Beltram, Andrea – Literacy Nights

Burk, Mary Pat - Literacy Nights

Chichester, Shannon - Literacy Nights

DeLuca, Cassandra - Literacy Nights

Ehlke, Elizabeth - Literacy Nights

Franklin, Nancy - Literacy Nights

Kolozvary, Karen - Literacy Nights

Kurz, Mark – OFPDC Committee BA-0 times .06 (eff. 2-1-12)

Marsco, Amanda - Literacy Nights

Megery, Karen - Literacy Nights

Reimer, Gae - Literacy Nights

Smith, Brianna - Literacy Nights

Munchick, James – Art Show (.50)

West, Amber – Art Show (.50)