

RECORD OF PROCEEDINGS 001
Minutes of MADEIRA BOARD OF EDUCATION
Organizational Meeting & Regular Meeting
Held January 11, 2021

The Organization and Regular meeting of the Madeira Board of Education was held on Monday, January 11, 2021 at 7pm respectively in accordance with written notices sent to each member. The meeting was called to order by President Pro Tempore Mr. Ryan Lex.

Present: Mrs. Paula Andruss, Mr. Steve Bernicke, Mr. Dave Eberly, Mr. Ryan Lex, Mr. Richard Palmer

Absent:

Also present at the meeting were Kenji Matsudo, Emily Hauser, and Dave Bergan.

AGENDA (01-21) – Mr. Palmer moved, seconded by Mrs. Andruss to approve the agenda with changes for the January 11, 2021 meeting of the Board of Education.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

ORGANIZATIONAL MEETING

President (02-21) – Mr. Lex, representing the Board, nominates **Richard Palmer** as President of the Madeira Board of Education for the 2021 calendar year, seconded by Mr. Eberly.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

President takes over the meeting from the President Pro Tempore for nomination and election of Vice President

Vice-President (03-21) – Mr. Richard Palmer, representing the Board, nominates **Steve Bernicke** as Vice President of the Madeira Board of Education for the 2021 calendar year, seconded by Mrs. Andruss.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Swearing In of the Elected Board Officer – Mr. Richard Palmer took the Oath of Office.

Order of the Roll Call (04-21) – Mr. Lex moved, seconded by Mr. Eberly to approve the order by alphabetical order, with rotation of the first voter in the previous meeting to the fourth during the current meeting, and the President always voting fifth and last.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Time, Date, and Location of Meetings (05-21) – Mr. Lex moved, seconded by Mr. Eberly to designate the following dates at 7pm in the Madeira High School – Perin Learning Commons, 7465 Loannes Dr., Hamilton County, Madeira, Ohio, unless otherwise announced.

January 11	April 19	July 19	October 18
February 16	May 17	August 9	November 15
March 15	June 21	September 20	December 13

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Board Service Fund (06-21) –Mr. Lex moved, seconded by Mrs. Andruss to approve in the amount of **\$5,000** to be set aside from the General fund to be used in paying expenses incurred by the Madeira Board of Education or their official representatives in the performance of their duties during 2021.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Board Appointees (07-21) – Mrs. Andruss moved, seconded by Mr. Lex to appoint as follows:

- Planning Commission – Mrs. Paula Andruss
- Legislative – Mr. David Eberly
- Student Achievement Liaison – Mr. Steve Bernicke
- Great Oaks – Mrs. Cathy Swami, Community Member

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

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Legal Counsel (08-21) – Mr. Eberly moved, seconded by Mrs. Andruss to appoint **Ennis Britton** as legal counsel for calendar year 2021 in accordance with ORC 3313.203 and 3313.47.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

IRS mileage rate (09-21) – Mr. Lex moved, seconded by Mrs. Andruss to approve the 2021 IRS mileage reimbursement rate and any changes issued during the year (**\$.56/mile as of 1/1/21**) for professional leave and district business approved within the course of assigned district positions.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Superintendent Authorizations

Professional Leave (10-21) – Mrs. Andruss moved, seconded by Mr. Eberly to authorize the Superintendent to approve requests from school employees to attend professional meetings within the amount of appropriations for the calendar year 2021.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Temporary Personnel (11-21) – Mr. Eberly moved, seconded by Mr. Lex to authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to subsequent vote of ratification by this Board; provided however that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board Policy.

The authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Resignations (12-21) – Mr. Lex moved, seconded by Mr. Eberly to authorize the Superintendent to accept resignations which have been submitted by employees during times when the Board is not in session, subject to ratification by this Board; provided however, that upon ratification by the Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

The authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Treasurer Authorizations

Federal, State and Local Grants (13-21) – Mrs. Andruss moved, seconded by Mr. Eberly to authorize the Treasurer to enter into and/or accept or participate in Federal, State, and Local Grants or agreements and authorize the Treasurer to appropriate funds for the grants awarded.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Certificate of Estimated Resources (14-21) – Mr. Lex moved, seconded by Mr. Eberly to authorize the Treasurer to file requests for amendments of the Certificate of Estimated Resources with the Hamilton County Auditor as information becomes available to the Treasurer to warrant such a filing.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

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Fund to Fund Transfers (15-21) – Mrs. Andruss moved, seconded by Mr. Lex to authorize the Treasurer to make fund to fund advances, advance returns and transfers as needed throughout the year with Board ratification per current law as part of the financial reports at the regular meetings.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Property Tax Payments (16-21) – Mr. Eberly moved, seconded by Mr. Lex to resolve that the Auditor and Treasurer of Hamilton County, Ohio be requested to draw and pay to the Treasurer of the Madeira City School District, Emily Hauser, in accordance with ORC 321.34 the money derived from all real and/or tangible personal property taxes and other sources, payable by law to the county Treasurer, to the account of Madeira City School District, and lawfully applicable for the purpose of the current fiscal year of funds due in any settlement in calendar year 2021.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Inactive Funds (17-21) – Mr. Lex moved, seconded by Mrs. Andruss to authorize the Treasurer to invest inactive funds at the most productive interest rate, whenever these funds are available, within the limits of the law and district policy.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Deposits and Withdrawals (18-21) – Mr. Lex moved, seconded by Mrs. Andruss to resolve that the funds of the Madeira Board of Education be deposited in its name, and that, after authorization by Board resolution, the same be subject to withdrawal by checks, drafts, and other orders for the payment of money, made, signed, withdrawn, accepted or endorsed in the name of the Madeira Board of Education and signed by the Treasurer, effective January 1, 2021 until the organizational meeting of the Board in January, 2022, in accordance with ORC 3315.51.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Public Records Officer (19-21) – Mr. Eberly moved, seconded by Mr. Lex to designate the Treasurer as the Public Records Officer and authorize the Treasurer to convene meetings of the Records Commission not limited to, but at minimum, annually.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Pay Bills (20-21) – Mr. Lex moved, seconded by Mrs. Andruss to authorize the Treasurer to pay all bills within the limits of the appropriations resolution as prescribed by ORC 3313.18 as bills are received under assumption goods received or services performed are acceptable.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Tax Budget (21-21) – Mrs. Andruss moved, seconded by Mr. Lex to adopt the Tax Budget for fiscal year July 1, 2021 through June 30, 2022.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

HEARING OF THE PUBLIC – There was no hearing of the public at this time.

FACILITY FEASIBILITY AND ENROLLMENT UPDATE – Mr. Matsudo and Mr. Bergan provided an enrollment update relating to classroom space currently available and projected classroom space needs in the future. Mr. Matsudo reviewed the Feasibility study provided by MSA architects. Madeira is estimated to run out of additional classroom space in the 2023-2024 school year. The scenarios presented and discussed with the Board of Education are to purchase additional modular units at Madeira Elementary or a new building addition at Madeira Elementary School. A building addition would result in the need for a bond issue likely in November, 2021. The Board of Education also discussed the need for an operating levy and the potential of combining a bond issue and an operating levy into one vote. The Board of Education would like to have a decision and direction in March, 2021.

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CONSENT CALENDAR (22-21) – Mr. Lex moved, seconded by Mrs. Andruss to approve the consent calendar.

A. Minutes

1. December 14, 2020

B. Resignation-Classified

1. **Isaiah Garrett** – Wrestling Coach
2. **Rebecca Brewer** – MHS & MMS Theatre

C. Supplemental Contract for the 2020-2021 School Year unless otherwise specified

Supplement contract finalization will be dependent upon person/s obtaining background checks and active Professional License or Educational Aide Permit issued by the State Board of Education per 3319.303, signing contract and personnel file paperwork completion.

Funded with General Funds - Certified

Name	Assignment	Amount
Chris Stewart	Wrestling Coach	\$800
McKenna Flores	Theatre Director	\$3,000

Funded with Non-General Funds – Certified

Name	Assignment	Amount
Jeff Corn	Cooperating Teacher for Miami University Student	\$519.71

D. Treasurers Report

1. **General Fund Financial Report** for December, 2020 and **warrant payments for all funds** in the amount of \$779,445.90.

	Dec 1- Dec 31	FY21 FYTD	FY20 FYTD
Revenues	\$453,683	\$10,960,066	\$10,559,359
Expenditures	\$2,155,629	\$10,651,884	\$13,180,084
Ending Cash	\$12,270,902	\$12,270,902	\$10,782,275

2. Donations

Donor	Item/Recipient	Amount
Madeira Music Boosters	Music Program	\$12,323.45
Anonymous	Staff Recognition & Appreciation	\$3,676.47

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

FINANCE

OSBA Membership (23-21) – Mrs. Andruss moved, seconded by Mr. Eberly to approve the 2021 membership in the Ohio School Boards Association, electronic subscription to Briefcase, and electronic subscription to School Management News.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

OSBA Legal Assistance Fund (24-21) – Mr. Lex moved, seconded by Mrs. Andruss to resolve to participate in the OSBA Legal Assistance Fund for Calendar Year 2021 and authorize the Treasurer to pay the LAF \$250.00.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

RECORD OF PROCEEDINGS 005
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Amended Appropriation Resolution for fiscal year 2020-2021 (25-21) – Mr. Lex moved, seconded by Mrs. Andruss to amend the 2020-2021 Certificate of Resources and make necessary adjustments in appropriation to be in Compliance with Ohio Revised Code 5705.35/5705.36.

001	General Fund	22,805,249.00
002	Bond Retirement	1,985,000.00
003	Permanent Improvement	1,250,000.00
007	Special Trusts	500.00
009	Uniform Supply Fee's	100,000.00
012	Adult Education	220.00
014	Rotary Funds	130,000.00
018	Public School Support/Unrestricted	72,000.00
019	Other Local Grants/Restricted	19,500.00
020	Tuition Programs- Preschool/OKEP	770,000.00
022	OHSAA tournament fund	10,098.00
029	Education Foundation Fund	63,000.00
200	Student Activities	170,000.00
300	Athletic Activities	220,000.00
401	Auxiliary Services	332,880.45
451	School Net Connectivity	5,400.00
467	Student Wellness and Success Funds	47,286.26
499	School Psych Intern / Safety Grant	14,401.26
507	CARES	66,378.86
509	Title IVA Student Support/Acad.	0.00
510	Coronavirus Relief Fund	153,909.98
516	Special Education IDEA B	398,845.92
524	Career Education - Federal	0.00
572	Title 1	71,237.84
584	Drug Free School Grant	0.00
587	Preschool Handicapped	4,089.82
590	Title IIA Improvement Services	34,485.68
599	Title IVA Student Support/Acad.	11,692.88
		\$28,736,175.95

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

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PERSONNEL

(26-21) - Mr. Lex moved, seconded by Mr. Eberly to approve, based upon the superintendent's request, the holders of a general substitute teaching license for the second semester of the 2020-2021 school year.

1. Stephanie Ikedo – Family Consumer Science
2. Jared McFee – 4th Grade

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

(27-21) – Mr. Eberly moved, seconded by Mr. Lex to approve a Service Agreement Contract Addendum for Susan Crabill to assist the Treasurer's Office.

Vote: Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Swearing In of the Elected Board Officer – Mr. Steve Bernicke arrived and took the Oath of Office.

GOVERNANCE

High School Course Planner (28-21) – Mr. Lex moved, seconded by Mr. Eberly to adopt the High School Course Planner for the 2021-2022 school year.

Vote: Mr. Bernicke, aye; Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Homestead Exemption Enhancement (29-21) – Mr. Eberly moved, seconded by Mrs. Andruss to resolve to enhance the Homestead Exemption Program and property tax rollback to provide additional financial assistance for senior citizens. **(Exhibit-10)**

Vote: Mr. Bernicke, aye; Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

SUPERINTENDENT COMMITTEE REPORTS

- Finance – A Finance Committee meeting will be scheduled later in the month.
- Buildings and Grounds – The auditorium project is close to completion. The modular unit will wrap up this month. Jeff Evans is going to help create a bid package for roof work.
- Community Relations – Mr. Matsudo reports that he is working on developing some virtual recognitions for the students who would have been recognized at the January Board of Education meeting.
- Policy – No update at this time.

BOARD COMMITTEE/LIASION REPORTS

- Planning Commission – A planning commission meeting is scheduled for Thursday, January 14, 2021.
- Great Oaks – Mr. Matsudo reported that Great Oaks is working on getting back to school after winter break.
- Legislation – Mr. Matsudo and Mrs. Hauser reported that the Fair School Funding Plan will likely be reintroduced in the 134th General Assembly.
- Student Achievement Liaison – Mr. Matsudo reported that a number of students that were previously remote are returning to in school for the second semester.

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DISCUSSION ITEMS – Mr. Matsudo provided an update on RESTART Madeira and data points for the first semester. The staff and students at Madeira have worked incredibly hard to pull off instructional practices and things never before done. The Madeira HealthWatch Assessment Team has monitored cases and data points throughout the year to make informed decisions on the education modalities. Madeira has had 34 positive student cases, 13 positive staff cases, 361 quarantined students, and 24 quarantined staff members. There were no reported positive student cases within a classroom setting at Madeira Elementary School or Madeira Preschool in the first semester.

A follow up survey for staff conducted in November for planning for second semester revealed concerns about feeling overwhelmed by seeing no end in sight in regards to synchronous teaching of students at home and in their classrooms. More planning time and time for staff’s own mental health were suggested. For second semester, the following changes were made to support staff mental health: secured additional building subs to support last minute absences, calendar changes to include three PD/Mental Wellbeing days and relaxing the staff dress code. New quarantine guidance was released so that students and staff in classroom setting who are wearing masks and following safety protocols are now no longer required to quarantine. Planning for staff vaccinations is ongoing as the district seeks more information from County Health officials on how that process will work.

ADJOURNMENT (30-21) – Mr. Eberly moved, seconded by Mr. Lex that the January 11, 2021 regular meeting of the Madeira Board of Education be adjourned.

Vote: Mr. Bernicke, aye; Mr. Lex, aye; Mr. Eberly, aye; Mrs. Andruss, aye; Mr. Palmer, aye.

Board President

Treasurer