

**RECORD OF PROCEEDINGS 044**  
**Minutes of MADEIRA BOARD OF EDUCATION**

**Regular Meeting**  
**Held August 10, 2020**

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

Not Present:

Also present at the meeting were Kenji Matsudo, Emily Hauser, Dave Bergan, Jenny Dimmitt, Katy Dimmitt, Stephen Dixon, Jason Peters, Kristina Peters, and Michelle Horak.

**AGENDA (87-20)** – Mr. Lex moved, seconded by Mr. Bernicke to approve the agenda with changes the August 10, 2020 meeting of the Board of Education.

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

**Appointment of Board Member (88-20)** – Mr. Bernicke moved, seconded by Mrs. Andruss to appoint David Eberly to the vacancy on the Board of Education of the Madeira City School District created by the resignation of Pat Shea.

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

**Oath of Office** – Mr. David Eberly took the Oath of Office.

**RESTART Madeira Plan Update Presentation**

Mr. Matsudo reviewed the guiding principles and fundamental assumptions that continue to pave the way for the RESTART Madeira plan. He also emphasized that we need to remain flexible and respect differences of opinions, show empathy for those who may become ill, and promise to do our best amid difficult circumstances.

Mr. Matsudo reviewed the options: option one, in-person at school learning, and option 2, online at home learning.

Mr. Bergan shared that 88% of our families requested in person and 12% requested online. He thanked all of the families for responding so quickly. The survey also revealed that 74% of parents will provide transportation and 26% will need transportation.

**In-Person Learning at School Update:**

- Buildings are adjusting schedules to allow for a staggered start and release to accommodate our increased car rider traffic.
- Block schedules being finalized to minimize transitions and daily contacts.
- Staff are adjusting lesson plans due to change in delivery model and schedule.
- Increased enrollment in 1<sup>st</sup> and 2<sup>nd</sup> grades have resulted in adding an additional teacher in both grade levels.
- Bus routes finalized to accommodate reduced capacity.
- Working through potential delay in new student Chromebooks.

**Online Learning at Home Update:**

- Our numbers of online learners vary by grade level.
- K-2 numbers combined with the self-contained format have resulted in the designation of one staff member to lead online learners in Grades K-1, and one staff member to lead our online learners in Grade 2.
- Staff in Grades 3-12 are finalizing daily schedules and expectations for our online learners students. These students will be follow a typical school schedule. Portions of their day will involve live instruction from their teacher(s), and portions of their day will involve independent work and traditional homework.

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- A survey for online learners will go out this week to verify internet connectivity, device access, identify primary adult contact supporting the student, and to gauge interest in a vendor provided online curriculum (Gr. 3-12) that would allow students to progress at their own pace versus following the daily school schedule.

### Important Changes to RESTART Madeira:

- Moving start date back. No students 8/19, 8/20, 8/21
- Monday, August 24 – Dedicated transition day for all online learners to connect virtually with teacher(s)
- Adjustments to alpha breakdown for Transition Days
- Tuesday, August 25 – Early Release Transition Day for Last Names A-K
- Wednesday, August 26 – Early Release Transition Day for Last Names L-Z
- Thursday, August 27 – Opening Day for all Students at School & at Home Learning

### Additional Work of the BOE:

- Facial covering policy requiring students, staff, visitors to wear masks in grades K-12 while on campus.
- Additional guidance and agreement for students and parents specific to live streaming of classroom lessons.
- Updated COVID-19 decision framework for learning model implementation.

Mr. Matsudo announced a Madeira HealthWatch Assessment Team. The Madeira HealthWatch Assessment Team will support the review of COVID-19 risk data and determine changes to learning plans based on county trend data and specialized zip code that includes daily new cases in our community, trend lines and community performance indicators. The assessment team will consist of 2 Madeira Health Professionals, the Superintendent & Designee, and a BOE Representative.

### Members:

- Dr. Ted Folger, PhD, MS Epidemiology
- Dr. Kristen DeMarco, MD Pediatrician
- District Leadership
- Board of Education Representative
- Local Public Health Consultation

Review data weekly to assess 7-day trends

Determine if a shift in model is needed for the following school week, to be communicated on Fridays.

### Health & Wellness Expectations:

- Temperature and symptom wellness checks by parents/guardians will be required prior to sending your student to school.
- Students **MUST** be kept home if they have a temperature of over 100 degrees, or are displaying symptoms that may include: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea. Students must not return to school until they are symptom free for 72 hours.
- Touchless random temperature checks of students/staff will be conducted throughout the school day, as well as observation of symptom monitoring by staff.
- A separate isolated area has been designated in each building for students or staff who become ill or symptomatic during the school day.

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### Response to Incidence and Contact Tracing:

- We have developed a single point of contact relationship with Hamilton County Public Health that will serve as our direct link to review specific incidence & allow us to immediately respond with appropriate guidance.
- If a student is displaying symptoms, families should consult with their pediatrician to determine if a COVID-19 test is appropriate. If a positive COVID-19 diagnoses results, families MUST alert the school immediately as well as the Hamilton County Public Health Department.
- Current guidance indicates that if a staff or students has been within 6 ft. of a later confirmed positive case for 15 minutes over the course of the day (close contact), individuals will be required to quarantine at home.
- Local HCPH guidance will be utilized along with the Madeira HealthWatch Team to determine if a class, grade level, building or the district must pivot to different learning modalities based on district prevalence.

### Classroom Environments:

- With approximate class numbers in hand, staff are rearranging furniture & removing access items to maximize spacing.
- Class lists are being revised to balance numbers and alpha by last name.
- In the event a class numbers exceed safe distancing capacity, alternate locations & seating options are being arranged.

### Cleaning Protocols:

- Frequent sanitation of classrooms, bathrooms and common spaces.
- Specific sanitizing schedules for cleaning surfaces in all areas of the building including use of electrostatic sprayer.
- Each classroom will be disinfected after student use.
- Electrostatic sprayer will not be used while students are present
- Increase ventilation to classrooms by increasing intake of outside air through HVAC system and increasing run time of HVAC systems.
- HVAC filtration systems replaced in accordance to guidance provided by ODE.

### How Can Parents Help?

- Try out a variety of face covering, and find what works for your student. A student should have multiple masks for throughout the week. An effort to provide additional masks for students in need will be provided.
- Practice your daily routine of checking symptoms and taking temperatures. Be sure you have a working thermometer at home.
- Continue to work on your family back up plans should we need to move to the hybrid or remote framework.
- Sign on to the My Madeira Promise.

### **HEARING OF THE PUBLIC**

A dialogue was held between the public, the Board of Education and administration regarding the RESTART Madeira plan. Community members asked about a number of clarifying questions about the RESTART plans. Mr. Palmer asked that community members state their name and address as well as to keep their comments limited in time to three minutes if possible. Answers were provided primarily by Mr. Matsudo and Mr. Bergan.

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Stephen Dixon - 7111 Thomas – Q: Should those families who are selecting in person be taking the survey too in case we move to hybrid or remote? A: That is a great point.

Michelle Horak – Q: Contact tracing could be most of the class or family or sibling. Could be a large amount of people. What is the guidance? A: The contact of the close contact is not required to quarantine but if they are a sibling to the person who tested positive would be required to quarantine. Only those that test positives' close contacts have to quarantine. We have to have a seating chart so in theory we should know who was within 6 feet. Hamilton county public health will help us with those situations. There are a lot of different variables we will be working through. We are pleased that we now have a direct contact that we can call to work through at the Hamilton County Public Health.

Q: About the color levels, I do understand the process but you have not mentioned what mode we are starting in? What was discussed with nearby districts because some nearby districts are starting in a different way? A: Mr. Matsudo has been on numerous calls with superintendents and has had close conversations with Mariemont and Indian Hill. We will start with our transition days and then all students who are signed up to be in person on Friday, August 27.

Q: Do we have a color system for our district? It is important for parents to understand the difference between the state color system and Madeira decisions. A: We will be making this decision locally not entirely based on the color system but based on several data sets. Need to fix the chart.

Kristina Peters - 7530 Shewango Way – Q: We don't have a statistician on the team. Who will be developing the 7 day trend? A: Currently Cincinnati Childrens is doing that.

Q: According to the CDC on July 24 following COVID symptoms you can return to work after 24 hours. Are we going to update our policies based on how the health department changes? A: Yes

Q: I have not heard the visitation policies for school. Are we updating those? A: We will likely not have visitors during the school day. We will have to rethink the events that we typically have during the school day that we are all used to.

The summation of the hearing of the public is provided as the context of what was discussed and/or asked and are not intended to be read as verbatim comments.

**CONSENT CALENDAR (89-20) – Mr. Lex moved, seconded by Mrs. Andruss to approve the consent calendar.**

**A. Minutes**

1. July 20, 2020

**B. Resignation – Classified Support**

1. **Christine Finke** – MES Kindergarten Aide
2. **Christine Cora** – MES Special Education Aide
3. **Kevin Gilligan** – Girls Soccer Coach
4. **Laura Sammut** – MMS Special Education Aide

**C. Employment Contract - 1 Year Limited Auto Expire Contract – Certified, dependent upon valid license and background checks**

1. **Sarah Germano** – MMS Intervention Specialist
2. **Andrea Howe** – MES 1<sup>st</sup> Grade Teacher
3. **Kaily Hauck** – MES 2<sup>nd</sup> Grade Teacher

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- D. Employment – Classified – Auto Expire
  - 1. Tammi Pape – MES Principal Administrative Assistant
  
- E. Employment – Classified Support, Education Assistants, *dependent upon valid license and background checks.*
  - 1. Reggie Rindels – MES Educational Assistant
  
- F. Employment – Classified Support, Special Education Assistants, *dependent upon valid license and background checks.*
  - 1. Cindy Tinkman – MES Special Education Assistant
  
- G. Employment – Classified Support, Preschool Aide, *dependent upon valid license and background checks.*
  - 1. Shannon McDaniel-Myers
  - 2. Amanda Seaman
  - 3. Cathy Gerard
  - 4. Caitlyn Rowane
  - 5. Jodi Wiley
  - 6. Venus Moose

H. Supplemental Contracts for the 2020-2021 School Year  
 Funded with General Funds – Certified

Name	Assignment	Amount
Kim Homer	MHS - Master Scheduling (additional)	Up to 10 Hours @ Per Diem
Kelly Wing	MHS – Student Meetings	Up to 10 hours @ \$35
Rosemary Becher	MMS/MHS - Student Meetings	Up to 10 hours @ \$35
Taylor Engel	MMS - Student Meetings	Up to 10 hours @ \$35
Julia Cabral	MMS – Guidance Extended Days (additional)	Up to 3 days @ Per Diem

**Funded with Non-General Funds – Certified**

Name	Assignment	Amount
Rick Adams	Marching Band – Spring 2020 Clinic and Summer Rehearsal	\$675.00
Rick Adams	Marching Band Camp	\$1,250.00
Rick Adams	Marching Band Season	\$2,000.00

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**Funded with Non-General Funds – Classified/Support**

Name	Assignment	Amount
Anthony Beasley	Marching Band Camp – Percussion Asst.	\$250.00
Rebecca Brewer	Marching Band Camp – Percussion Asst.	\$750.00
Rebecca Brewer	Marching Band Season – Percussion Asst.	\$500.00
Jacob Bross	Marching Band Camp-Supervisor	\$1,200.00
Andrey Bross	Marching Band Camp - Instructor	\$1,000.00
Brittany King	Marching Band Camp – Color Guard Advisor	\$1,000.00
Maria Flores	Marching Band Camp – Color Guard Advisor	\$750.00

**I. Treasurers Report**

1. General Fund Financial Report for July 2020 and warrant payments for all funds in the amount of **\$772,719.99**

	July 1- July 31	FY21 FYTD	FY20 FYTD
Revenues	\$7,137,838	\$7,137,838	\$373,263
Expenditures	\$1,630,144	\$1,630,144	\$1,576,785
Ending Cash	\$17,470,414	\$17,470,414	\$12,199,478

**2. Donations**

Donor	Item/Recipient	Amount
Doyce & Becky Eckelman	MES – Principal’s Acct	\$25.00
Alyssa & Matt Krupinski	Preschool	\$6.00
Madeira Schools Foundation	MHS – Girls Tennis	\$230.00

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

**LIMITED CONTRACTS FOR NON-TEACHING PUPIL ACTIVITY DUTIES (90-20)** – Mr. Bernicke moved, seconded by Mr. Eberly to resolve that a vacancy exists in the positions listed below, that the position was offered to current district or out of district licensed employees and no such qualified person applied for or accepted the position. The following non-licensed person/s applied for and is qualified for the position. ***Contract will be dependent upon person/s obtaining a valid pupil activity program permit issued by the State Board of Education per 3319.303.***

Name	Assignment	Amount
Kelly Torggler	MMS – Cross Country Coach	\$1,700.00
Alexa Fiehrer	MHS – Girls Soccer Coach	\$500.00
Grant Hopewell	MMS – Football Coach	\$2,400.00
Amber Bellissimo	MHS – Cheer Coach	\$2,500.00

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

**EMPLOYMENT (91-20)** – Mr. Lex moved, seconded by Mrs. Andruss to approve the following supplemental contract for the 2020-2021 school year.

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**Funded with General Funds – Classified/Support**

Name	Assignment	Amount
Synda Bernicke	Extended School Year – Special Education (additional)	Up to 7 hours @ \$16/Hour

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

**PERSONNEL**

**A. Employment (92-20)** – Mrs. Andruss moved, seconded by Mr. Bernicke to approve the Assistant Treasurer Services Agreement with Susan Crabill for service as Assistant Treasurer during the maternity leave of the current Treasurer.

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

**GOVERNANCE**

**A. RESTART Madeira Plan (93-20)** – Mr. Bernicke moved, seconded by Mr. Lex to approve the RESTART Madeira Plan and authorize the superintendent to make adjustments as a part of our pandemic response plan.

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

**B. Policies (94-20)** – Mr. Lex moved, seconded by Mr. Eberly to resolve

Policy#	Policy Name	Action
2266	Nondiscrimination on the Basis of Sex in District Programs or Activities	New
3220	Standards-Based Teacher Evaluation (effective 2021-2022 School Year)	Revised
5460.02	Students At-Risk of Not Qualifying for a High School Diploma	New
8450.01	Protective Facial Coverings During Pandemic/Epidemic Events	New

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

**C. Resolution Authorizing Proof of Claim (95-20)** – Mr. Lex moved, seconded by Mrs. Andruss that Board engage the law firms of Brennan Manna and Diamond and Ennis Britton at no cost to the district to file a proof of claim on behalf of the District in the Purdue Pharma bankruptcy in the United States Bankruptcy Court, Southern District of New York, *In Re: Purdue Pharma L.P., et al.*, Chapter 11, Case No.19-23649 (RDD), in accordance with the terms of the engagement letter provided to the District.

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

**D. Complimentary Passes Resolution (96-20)** – Mr. Eberly moved, seconded by Mr. Bernicke that the Board approve distribution of complimentary passes for the 2020-2021 school year to District events for designated individuals or groups of individuals per resolution. **(Exhibit - 5)**

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

**E. Transportation Bus Routes (97-20)** – Mrs. Andruss moved, seconded by Mr. Bernicke to approve the following resolution: WHEREAS Board of Education are required under provisions of ORC 3327.01 to adopt bus routes and WHEREAS routes have now been firmly established, THERE, BE IT RESOLVED that the bus routes for the 2020-2021 school year on file in the Transportation Office, are hereby approved. **(Exhibit-6)**

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

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- F. Transportation Impractical (98-20)** – Mr. Bernicke moved, seconded by Mr. Lex to approve as recommended by Petermann, LLC, that transportation was impractical for the 2020-2021 school year per 3327.01 ORC and further approve payment in lieu of transportation to the family of said children per 3327.02 ORC at the minimum amount \$250 per student, or minimum amount as designated by the Ohio Department of Education for 2020-2021.

St. Xavier  
Cincinnati Hills Christian Academy  
Miami Valley  
Purcell Marion  
Good Shepherd  
Roger Bacon High School  
Seven Hills  
Springer  
St. Vincent

Schilling School for Gifted Children  
Mercy-McAuley High School  
St. Mary's School in Hyde Park  
Covington Latin  
McNicholas  
Mount Notre Dame

Transportation to the following schools will be PM only:  
All Saints  
Moeller

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

**FINANCE**

- A. New USAS Fund (99-20)** – Mr. Bernicke moved, seconded by Mr. Eberly to approve the creation of the following new funds:

1. **510 – Coronavirus Relief Funds**

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

**PLANNING COMMISSION**

- A. 2020-2021 Planning Commission Members (100-20)** – Mr. Lex moved, seconded by Mrs. Andruss to approve the following members of the 2020-2021 Planning Commission and their associated terms.

1. **Brad Cunningham, term ending 2023**
2. **Brian Kellett, term ending 2023**
3. **Kasey O'Reilly, term ending 2023**
4. **Jen Bracken, term ending 2023**
5. **Cara Kuester, term ending 2023**
6. **Amanda Shults, term ending 2021**

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

- B. 2020-2021 Planning Commission Studies (101-20)** – Mr. Eberly moved, seconded by Mrs. Andruss to approve the 2020-2021 Planning Commission Studies listed below.

1. **Staff Mental Health & Wellness**
2. **Mirrors & Windows: Equity & Inclusion Curriculum Review**
3. **Salary & Benefits Study**
4. **RESTART Madeira Response Team**

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



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**SUPERINTENDENT COMMITTEE REPORTS**

- Finance – No report at this time but there will be a meeting held in September.
- Buildings and Grounds – Mr. Bergan reported on the status of preparing the buildings for students amidst COVID-19. He also reported that the commons portion of the renovation is racing to the finish line and is still considered to be on time and on budget.
- Community Relations – No report at this time.
- Policy – There will be a policy committee meeting in September with a policy update to follow.

**BOARD COMMITTEE/LIASION REPORTS**

- Planning Commission – Mr. Matsudo reported that like the last COVID task force planning commission meeting will be Tuesday night.
- Great Oaks – Mr. Matsudo reported that Great Oaks will be starting in a different model than Madeira and that they are prioritizing lab as their in-person time.
- Legislation – Mr. Matsudo reported that Representative Cupp is now the Speaker of the House.
- Student Achievement Liaison – No report at this time.

**DISCUSSION ITEMS**

- New Staff Orientation
- OSBA Capital Conference Update

**EXECUTIVE SESSION (102-20)** – Mr. Lex moved, seconded by Mr. Bernicke to adjourn to Executive Session to discuss employment of a public employee.

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

**ADJOURNMENT (103-20)** - Mr. Eberly moved, seconded by Mr. Bernicke that the August 10, 2020 regular meeting of the Madeira Board of Education be adjourned.

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

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Board President

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Treasurer