

Market Street School

7:30 p.m.

December 17,

2007

The New Richmond Exempted Village Board of Education met in [regular](#) session at [7:30](#) p.m. on [December 17, 2007](#), at [Market Street School, 212 Market Street](#), New Richmond, Ohio 45157, with the following members present:

David Painter, President
Ralph Shepherd, Vice-President
Kim Hayden
Kevin Walriven
David Hawkins

Thomas D. Durbin, Superintendent, and Teresa S. Napier, Chief Financial Officer, were also present.

GRANT CAREER CENTER REPORT

Mr. Shepherd reported that the Grant Career Center Board of Education will hold its Organizational Meeting on January 10, 2008.

BOARD MEMBER RECOGNITION

The Board of Education presented a hand-carved musical school bell to Mr. Hawkins with their thanks for his twenty years of service to the Board of Education.

2008-84 Moved by Mr. Shepherd, seconded by Mr. Walriven, to approve the minutes of the November 19, 2007 regular meeting. Roll call: Mr. Painter, yea; Mrs. Hayden, yea; Mr. Hawkins, yea; Mr. Walriven, yea; Mr. Shepherd, yea. Motion carried.

2008-85 Moved by Mr. Walriven, seconded by Mrs. Hayden, to approve the financial report for the month ending November 30, 2007:

- Receipts
- Cash Position
- Expenditures
- Investments

Roll call: Mr. Painter, yea; Mr. Shepherd, yea; Mr. Hawkins, yea; Mrs. Hayden, yea; Mr. Walriven, yea. Motion carried.

2008-86 Moved by Mr. Hawkins, seconded by Mrs. Hayden, to approve acceptance of the following:

1. \$500 to the Roberta Wildey Windle Scholarship Fund in memory of Roberta Wildey Windle from Wallace and Ethel Maw
2. \$500 to the Troubadours from Frisch's Restaurants
3. \$50 to NRHS Band Department from Ralph and Joyce Campbell
4. \$50 to National Honor Society from Ralph and Joyce Campbell
5. \$50 to NRHS Theater Department from Ralph and Joyce Campbell
6. \$50 to the Troubadours from Ralph and Joyce Campbell
7. \$50 to NRHS Junior Class 2009 from Matt and Janice Kennedy
8. \$32.75 to NRMS Student Council from an anonymous donor
9. \$29.50 to the Troubadours from an anonymous donor

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10. \$20 to NRHS Junior Class 2009 from Jayne Ann Smith

Roll call: Mr. Painter, yea; Mr. Shepherd, yea; Mr. Walriven, yea; Mrs. Hayden, yea; Mr. Hawkins, yea. Motion carried.

2008-87 Moved by Mr. Shepherd, seconded by Mr. Walriven, to approve May 25, 2008 at Northern Kentucky University as the place and date for commencement exercises of the 2008 graduating class of New Richmond High School. Roll call: Mr. Painter, yea; Mrs. Hayden, yea; Mr. Hawkins, yea; Mr. Walriven, yea; Mr. Shepherd, yea. Motion carried.

2008-88 Moved by Mr. Hawkins, seconded by Mrs. Hayden, to adopt Student Policy Number 4.06.01 – Bullying and Other Forms of Aggressive Behaviors:

**BULLYING AND OTHER FORMS
OF AGGRESSIVE BEHAVIOR**

**POLICY NUMBER 4.06.01
PAGE 2**

The New Richmond Exempted Village School District Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board of Education encourages the promotion of positive interpersonal relations between members of the school community.

Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal and psychological abuse. The Board of Education will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property or while enroute to or from schools, and those occurring off school property if the student or employee is at any schools-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

This policy has been developed in consultation with parents, District employees, volunteers, students, and community members as prescribed in R.C. 3313.666 and the State Board of Education's Model Policy.

Definition:

Harassment, intimidation, or bullying means any intentional written, verbal, graphic, or physical act that a student or group of students exhibits toward another particular student or group of students more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive education environment for the other student(s). Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's education, physical, or emotional well being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

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Harassment, intimidation, or bullying also means electronically transmitted acts (i.e., internet, e-mail, cellular telephone, personal digital assistance (PDA), or wireless hand-held device) that a student or a group of students exhibits toward another particular student or group of students more than once and the behavior both causes mental and physical harm to

the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

Reporting/Investigation

Any student or student(s) parent/guardian who believes s/he has been or is the victim of aggressive behavior should immediately report the situation to the building principal or assistant principal, or the Superintendent. The student may also report concerns to teachers and other school staff who will be responsible for notifying the appropriate administrator or Board official. Complaints against building staff members should be filed with the building principal. Complaints against the building principal shall be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports may be made to those identified above.

All complaints about aggressive behavior that may violate this policy shall be promptly investigated. The building principal or appropriate administrator shall prepare a written report of the investigation upon completion. Such report shall include findings of fact, a determination of whether acts of harassment, intimidation, and/or bullying can be verified, and, when prohibited acts are verified, a recommendation for intervention, including disciplinary action shall be included in the report. Where appropriate, written witness statements shall be attached to the report.

If the investigation finds an instance of harassment, intimidation, and/or bullying has occurred, it will result in prompt and appropriate, remedial and/or disciplinary action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or request to resign for Board members. Individuals may also be referred to law enforcement officials.

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as aggressive behavior. Making intentionally false reports about aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

If a student or other individual believes there has been aggressive behavior, regardless of whether it fits a particular definition, s/he should report it and allow the administration to determine the appropriate course of action.

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This policy shall not be interpreted to infringe upon the First Amendment rights of students (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law).

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken. If after investigation, acts of bullying against a specific student are verified, the building principal or appropriate administrator shall notify the parent/guardian of the victim of such finding. In providing such notification care shall be taken to respect the statutory privacy rights of the perpetrator of such harassment, intimidation, and/or bullying.

If after investigation, acts of harassment, intimidation, and/or bullying by a specific student are verified, the building principal or appropriate administrator shall notify in writing the parent/guardian of the perpetrator of that finding. If disciplinary consequences are imposed against such student, a description of such discipline shall be included in the notification.

Complaints

Students and/or their parents/guardians may file reports regarding suspected harassment, intimidation, or bullying. Such reports shall be reasonably specific including person(s) involved, number of times and places of the alleged conduct, the target of suspected harassment, intimidation, and/or bullying, and the names of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator, and they shall be promptly forwarded to the building principal for review, investigation, and action.

Privacy/Confidentiality

The School District will respect the privacy of the complainant, the individual(s) against who the complaint is filed, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate actions, and to conform with any discovery or disclosure obligations. All records generated under this policy and its related administrative guidelines shall be maintained as confidential to the extent permitted by law.

Reporting Requirement

At least semi-annually, the superintendent shall provide to the President of the Board a written summary of all reported incidents and post the summary on the District web site. The list shall be limited to the number of verified acts of harassment, intimidation, and/or bullying, whether in the classroom, on school property, to and from school, or at school-sponsored events.

Allegations of criminal misconduct and suspected child abuse will be reported to the appropriate law enforcement agency and/or Child Protective Services in accordance with statute. District personnel shall cooperate with investigations by such agencies.

Immunity

A School District employee, student or volunteer shall be individually immune from liability in a civil action for damages arising from reporting an incident in accordance with this policy and

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R.C. 3313.666 if that person reports an incident of harassment, intimidation, and/or bullying promptly, in good faith, and in compliance with the procedures specified in this policy. Such immunity from liability shall not apply to an employee, student, or volunteer determined to have made an intentionally false report about harassment, intimidation, and/or bullying.

Notification

Notice of this policy will be **annually** circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedure.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of aggressive behavior, including bullying. The Superintendent or designee shall provide appropriate training to all members of the School District community related to the implementation of this policy and its accompanying administrative guidelines. All training regarding the Board's policy and administrative guidelines and aggressive behavior and bullying in general, will be age and content appropriate.

To the extent that State or Federal funds are appropriated for these purposes, the District shall provide training, workshops, and/or courses on this policy for school employees and volunteers who have direct contact with students. Time spent by schools staff in these training programs shall apply toward mandated continuing education requirement.

The Superintendent is directed to develop administrative guidelines to implement this policy. Guidelines shall include reporting, investigative procedures, as well as intervention strategies and disciplinary procedures, as needed. The complaint procedure established by the Superintendent shall be followed.

R.C. 3313.666, 3313.667
State Board of Education Model Policy (2007)

Roll call: Mr. Painter, yea; Mr. Shepherd yea; Mr. Walriven, yea; Mrs. Hayden, yea; Mr. Hawkins, yea. Motion carried.

2008-89 Moved by Mrs. Hayden, seconded by Mr. Hawkins, to approve change orders:

Vendor	CO No.	Description	Amount
Quality Mechanicals	6	Additional labor and materials cost for 37 pneumatic thermostat conversion kits and for diffusers in guidance and storage areas	\$5,112.00
Sidewinder Electric Co. Inc.	8	Remove and reinstall conduit. Remove and install light fixtures.	\$857.96
Sidewinder Electric Co. Inc.	9	Additional cable drops, rooms 112, 210, 271 and 274	\$998.32

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TOTAL			\$6,968.28
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Roll call: Mr. Painter, yea; Mr. Shepherd, yea; Mr. Walriven, yea; Mr. Hawkins, yea; Mrs. Hayden, yea. Motion carried.

2008-90 Moved by Mr. Walriven, seconded by Mr. Hawkins, to approve Aaron Humphries as New Richmond Exempted Village School District's representative on the Village of New Richmond's Park and Recreation Commission for a five-year term commencing January 1, 2008 and ending December 31, 2012. Roll call: Mr. Painter, yea; Mr. Shepherd, yea; Mrs. Hayden, yea; Mr. Hawkins, yea; Mr. Walriven, yea. Motion carried.

2008-91 Moved by Mr. Shepherd, seconded by Mr. Hawkins, to adopt the rate of 50.5 cents as the mileage reimbursement rate as per the Federal Standard, effective January 1, 2008. Roll call: Mr. Painter, yea; Mrs. Hayden, yea; Mr. Walriven, yea; Mr. Hawkins, yea; Mr. Shepherd, yea. Motion carried.

2008-92 Moved by Mr. Walriven, seconded by Mr. Shepherd, to agree to hold the 2008 Organizational Meeting on January 3, 2008 at 7:30 p.m. Roll call: Mr. Painter, yea; Mrs. Hayden, yea; Mr. Hawkins, yea; Mr. Shepherd, yea; Mr. Walriven, yea. Motion carried.

2008-93 Moved by Mr. Shepherd, seconded by Mrs. Hayden, to agree to appoint Mr. Kevin Walriven as the president, pro tempore the 2008 Organizational Meeting. Roll call: Mr. Painter, yea Mr. Walriven, yea; Mr. Hawkins, yea; Mrs. Hayden, yea; Mr. Shepherd, yea. Motion carried.

2008-94 Moved by Mr. Walriven, seconded by Mr. Hawkins, to enter into executive session for the purpose of consideration of the appointment, employment, dismissal, promotion, demotion or compensation of a public employee; in accordance with Ohio Revised Code 121.22(1) and preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment in accordance with Ohio Revised Code 121.22 (4). Roll call: Mr. Painter, yea Mr. Shepherd, yea; Mrs. Hayden, yea; Mr. Hawking, yea; Mr. Walriven, yea. Motion carried.

Mr. Painter declared the [regular](#) meeting moved into executive session at 8:07 p.m.

Mr. Painter declared the executive session adjourned and the [regular](#) meeting reconvened at 9:05 p.m.

2008/95 Moved by Mr. Walriven, seconded by Mr. Mrs. Hayden, to approve the following:

1. OAPSE Agreement

Approve an amendment to the Master Agreement between Ohio Association of Public Schools Employees Local #267 and the New Richmond Exempted Village School District Board of Education, effective July 1, 2005 through June 30, 2008:

OAPSE CONTRACT - SALARY SCHEDULES

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Shift 1

Year 3

1	\$12.85
2	\$13.11
3	\$13.37
4	\$13.63

Custodians (Cont'd)
Shift 1

FY 2008
Year 3

5	\$13.89
6	\$14.16
7	\$14.41
8	\$14.67
9	\$14.93
10	\$15.19
11	\$15.45
12	\$15.71
13	\$15.74
14	\$15.78
15	\$16.04
20	\$16.15

Shift 2

FY 2008
Year 3

1	\$12.93
2	\$13.19
3	\$13.44
4	\$13.70
5	\$13.96
6	\$14.23
7	\$14.49
8	\$14.75
9	\$15.01
10	\$15.26
11	\$15.52
12	\$15.79
13	\$15.82
14	\$15.86
15	\$16.11
20	\$16.23

Shift 3

FY 2008
Year 3

1	\$13.00
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2	\$13.27
3	\$13.53
4	\$13.79
5	\$14.05
6	\$14.31
7	\$14.56
8	\$14.82
9	\$15.08

FY 2008
Year 3

Custodians (Cont'd)	10	\$15.34
Shift 3	11	\$15.60
	12	\$15.86
	13	\$15.90
	14	\$15.93
	15	\$16.19
	20	\$16.30

Head Custodian Hourly Stipend \$0.40

Bus Drivers

FY 2008
Year 3

1	\$15.83
2	\$16.18
3	\$16.44
4	\$16.70
5	\$16.95
6	\$17.21
7	\$17.47
8	\$17.73
9	\$17.99
10	\$18.25
11	\$18.51
12	\$18.63
13	\$18.68
14	\$18.71
15	\$18.84
20	\$18.95

Maintenance

FY 2008
Year 3

1	\$15.05
2	\$15.31

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3	\$15.57
4	\$15.82
5	\$16.09
6	\$16.41
7	\$16.66
8	\$16.92
9	\$17.18
10	\$17.44
11	\$17.71
12	\$17.84

FY 2008
Year 3

Maintenance (Cont'd)	13	\$17.87
	14	\$17.91
	15	\$18.17
	20	\$18.29

Head Maintenance Hourly Stipend \$0.67

FY 2008
Year 3

Paraprofessionals	1	\$11.62
	2	\$11.82
	3	\$12.01
	4	\$12.22
	5	\$12.41
	6	\$12.60
	7	\$12.80
	8	\$12.99
	9	\$13.19
	10	\$13.38
	11	\$13.44
	12	\$13.51
	13	\$13.54
	14	\$13.57
	15	\$13.70
	20	\$13.82

All Cafeteria Personnel FY 2008
Year 3
1 \$11.37

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2	\$11.57
3	\$11.76
4	\$11.96
5	\$12.15
6	\$12.35
7	\$12.54
8	\$12.80
9	\$13.06
10	\$13.32
11	\$13.57
12	\$13.65
13	\$13.68

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		FY 2008 Year 3
All Cafeteria Personnel (Cont'd)	14	\$13.71
	15	\$13.91
	20	\$14.02
Head Cook Hourly Stipend		\$0.85
All Other Assistants		FY 2008 Year 3
	1	\$11.36
	2	\$11.55
	3	\$11.74
	4	\$11.95
	5	\$12.14
	6	\$12.34
	7	\$12.53
	8	\$12.72
	9	\$12.92
	10	\$13.11
	11	\$13.18
	12	\$13.24
	13	\$13.27
	14	\$13.30
	15	\$13.43
	20	\$13.55

2. Employ the following:

A. Classified Employee

1. Amber Barger, bus assistant, 188 days, one-year limited contract pro-rated, zero years experience, salary step 1, effective December 18, 2007
2. Rufus Cochran, Full-time Custodian, (8 hours per day, 260 days) One Year Limited Contract prorated, 0 years experience, second shift, salary step 1, effective December 18, 2007
3. Joy Rowan, Full-time Bus Driver, One Year Limited Contract prorated, 0 years experience, salary step 1, effective December 18, 2007

B. Certified Substitutes

1. Margaret Allen

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2. Amanda Devoto
3. David Heflin
4. Carrie Kistner

C. Transfer of Employee

Approve the transfer of Julie Fetchak, from the position of instructional assistant to building secretary following a nine (9) month classified position with thirty (30) extended days, (213 total days) assigned to the NRHS guidance office, effective December 11, 2007

D. Lay Coach

1. Greg Minor, Varsity Wrestling Assistant Coach, Pay Level 9

Roll call: Mr. Painter, yea; Mr. Shepherd, yea; Mr. Hawkins, yea; Mrs. Hayden, yea; Mr. Walriven, yea. Motion carried.

2008-96 Moved by Mr. Hawkins, seconded by Mr. Shepherd, to adjourn the **regular** meeting. Roll call: all yeas.

Mr. Painter declared the **regular** meeting adjourned at 9:08 p.m.

Kevin T. Walriven, President

Teresa S. Napier, Chief Financial Officer