

Minutes

Board of Education of the Rocky River City School District

The Board of Education of the Rocky River City School District, Cuyahoga County, Ohio, met in a Board Policy and Legislation session on February 15, 2011 at 4:58 p.m. in the Curriculum Library at the Board of Education Offices. A digital recording was made of this meeting and is on file in the Office of the Treasurer.

CALL TO ORDER – 3:50 p.m. by Dr. Jon Fancher

Present: Jon Fancher, Jay Milano, Tom Lewins, Jane Lewins, Michael Shoaf

Discussion was held on the following topics:

- Dr. Fancher shared and discussed revisions to Bylaw 0123 and 0141.1 as well as changes to Policy 8330 (insert on page 5 of 10).
- Discussion and clarification followed.
- Dr. Fancher shared that the first of three readings will be held on February 17th.
- Discussion followed.
- Jane Lewins asked Mr. Shoaf why all employees including lunch monitors are notified of student deaths? Mr. Shoaf shared that all faculty are notified as they may have had contact with the student and/or the circumstance may have an impact on an employee. All employees are eligible for grief counseling.
- Jane Lewins stated that she wanted changes to district emergency notification procedures. Mr. Shoaf said that he would seek to include in the Safety Book that the Superintendent will ask the Police Department when information is public.
- Jane Lewins stated that a script should be written for emergency situations. Mr. Shoaf shared that each circumstance is different and depending on the event and proximity to a computer – scripts are written – bus accidents, calamity days, etc.
- Tom Lewins stated that he wants collaboration between the City and the schools. Mr. Milano stated that Chief Stillman is presenting to the Board of Education on April 13th at 5:00pm in the Curriculum Library.
- Tom Lewins shared his “Deliverables” (Exhibit A)
- Discuss continued regarding each point of the “Deliverables.”
- Mr. Shoaf confirmed that no action was scheduled regarding the executive session on February 4, 2011. Mr. Shoaf stated that Board Council Dan McIntyre will be sending a letter on behalf of the Board of Education to Tom and Jane Lewins and to their attorney.

ADJOURNMENT 5:54 p.m.

President

Treasurer

RIVER SCHOOL SYSTEMS ADJUSTMENTS

Deliverables- to verify current status and make adjustments based upon findings:
What we want what is in the best interest of the public and the school:

- a. Interim Training- arrangements for RR Board of Education training through BVU should be finalized, provided and documented within 90 days. Verification of training should be provided.
- b. Modify policy on crises notifications including the input of Tom, Jane and others. A time frame for completion and publication should be established, but within 90 days.
- c. Collaboration with the police department, prosecutor, Law Director and Mayor regarding communication protocols between the city and the schools on emergency/crises events. A written protocol (interagency agreement/memo of understanding) should be agreed to and reduced to writing with input from Tom, Jane and others. Written protocols to be finalized within 90 days.
- d. Conceptual statement from the RR School Board that it is supportive of ORC legislation requiring minimum School Board Member training on a variety of relevant subjects and include annual continuing education requirements.
- e. Review and revision of current By Laws and Board Policy to include applicable requirements of “standards of conduct” for School Board member conduct similar to that required for Professional Staff. These changes should be equal to or a higher expectation for School Board members as for Professional Staff. This should be completed and documented within 120 days.
- f. Provide written verification that board members have been trained prior to today regarding:
 - i. Documentation of Operations Policy 8330 page 2 of 9 regarding the definition of a “school official” which identifies “a person serving on the board” and by definition a School Board Member is required to comply with “Student Records” policy, and ORC.
 - ii. Federal and State Laws pertaining to student records in accordance with 8330 page 8 of 9 item B;
 - iii. Compliance with Policy 7540.04 with a copy for each board member of Form 7540.F1.
 - iv. Documentation of each board member’s continuing education pertaining to School Board member functions.
 - v. Documentation of School Board member training regarding Operation Policy 8320.01 page 1 of 2, paragraph 3.