

ROCKY RIVER CITY SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
7:00 PM • Thursday, February 17, 2011
Board Room • 21600 Center Ridge Road

AGENDA

*Guests and visitors are requested to sign the Visitors' Register. In accordance with **Bylaw 0169.1: Public Participation at Board Meetings**, those wishing to address the Board are required to complete the **Bylaw 0169.1 Form** and submit it to the Superintendent or President of the Board prior to the start of the meeting. Thank you.*

**Indicates items added to the agenda after 3:00 PM on the Friday prior to the Board Meeting.*

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Resolution to Adopt Agenda

5. Special Recognition

- a. Recognition of Student Artists and Presentation of CAFR by Mr. Markus

6. Reports

- a. Building Report - Kensington - Mrs. Cheryl Zenko and Students
- b. Student Board Liaison Report
- c. Superintendent's Update

7. Oral and Written Communications

In accordance with Bylaw 0169.1 Public Participation at Board Meetings, residents, students, staff, and invited guests are welcomed by the President of the Board or the Superintendent to address the Board at this time.

8. Resolution to Approve Minutes of Preceding Meetings

- a. Board of Education Facilities Committee Meeting 1.12.11 (JF, JM, JR, SS)
- b. Board of Education Organizational Meeting 1.12.11 (All Present)
- c. Board of Education Committee Meeting 1.12.11 (All Present)
- d. Special Board of Education Meeting 1.20.11 (All Present)
- e. Board of Education Business Meeting 1.20.11 (All Present)
- f. Board of Education Facilities Committee Meeting 1.26.11 (JF, JM)

9. Committee and Representative Reports - "Highlights" of the Committee of the Whole Meeting available in the lobby and at www.rrcs.org.

a. Policy and Legislation – Dr. Fancher

(1) Resolution to Adopt New and Revised Board Policies

(copies are available in the Office of the Superintendent)

Program

Policy 2260

Nondiscrimination and Access to Equal Educational Opportunity

Policy 2260.01	Section 504/ADA Prohibition Against Discrimination Based on Disability
Policy 2280	Preschool Program
Policy 2370	Educational Options

Professional Staff

Policy 3122	Nondiscrimination and Equal Employment Opportunity
Policy 3430.03	Call to Active Duty Leave

Classified Staff

Policy 4122	Nondiscrimination and Equal Employment Opportunity
Policy 4430.03	Call to Active Duty Leave

Students

Policy 5111.01	Homeless Students
Policy 5111.02	Educational Opportunity for Military Children
Policy 5460	Graduation Requirements
Policy 5517.01	Bullying and Other Forms of Aggressive Behavior

Finances

Policy 6320	Purchases
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Operations

Policy 8450	Control of Casual-Contact Communicable Diseases
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Relations

Policy 9160	Public Attendance at School Events
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10. Treasurer's Report

- a. **Resolution to Approve Financial Statement and Intrafund Transfers for General Accounting \$78,876.83 – January 2011 ([Exhibit A](#))**
- b. **Resolution to Amend Appropriation for all funds as of January 2011 in the amount of \$49,288,583 ([Exhibit B](#))**

11. Superintendent's Report

- a. **Resolution to Approve Retirements and Resignations**

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Retirements:		
Shari Caruso	Teacher	6/9/11
Dawn Gorman	Educational Aide I	6/20/11
Sandra Kudrna	Teacher	6/10/11
Linda Neitzel	Teacher	6/10/11
Susanne Roberts	Teacher	6/10/11
James Scheer	Director of Learning Resources	7/31/11
Janet Schneider	Teacher	6/9/11
Jackie Seedhouse	Teacher	6/10/11
Jeff Sinnema	Educational Aide II	6/8/11

Judith Sperli	Teacher	6/9/11
James Stermole	Teacher	6/10/11
Joyce Younglas	Executive Secretary	7/31/11

b. Resolution to Approve Appointments¹

<u>Name</u>	<u>Position/Classification</u>	<u>Effective</u>	<u>Rate of Pay</u>
Supplemental Duty:			
Thomas Augustine ²	Softball, Asst., H.S.	Spring 2011	\$3,762
Leah Black ²	Softball, Asst., H.S.	Spring 2011	\$3,447
Roger Black ²	Softball, Head, H.S.	Spring 2011	\$5,275
Terry Lambert	Softball, M.S.	Spring 2011	\$3,142
Ronald Rucker ²	Softball, Asst., M.S.	Spring 2011	\$1,149

<u>Name</u>	<u>Position/Classification</u>	<u>Effective</u>
Subs/Occasionals:		
Maria Emery	Occasional	1/26/11
Sarah Saltsman	Occasional	2/7/11
Joyce Younglas	Occasional	8/1/11

1. *Employment conditional upon receipt of a negative drug test screening & a satisfactory criminal reference check.*
2. *No certified employees expressed an interest in these positions which are being filled by qualified individuals.*

c. Resolution to Approve Adjustments in Salary and Rate of Pay

<u>Name</u>	<u>Reason</u>	<u>Effective</u>	<u>Adjusted Rate of Pay</u>
Adam Moeller	additional semester hours	2/18/11	BA+9, Step 4

d. Resolution to Approve Leave of Absence

<u>Name</u>	<u>Leave</u>
Shannon Straka	Unpaid leave from August 26, 2011 through June 7, 2012

e. Resolution to Adopt New Job Descriptions for:

- Gifted Coordinator, K-12 ([Exhibit C](#))
- Administrative Assistant for Construction Services ([Exhibit D](#))

f. Resolution to Incorporate the Teaching of Financial Literacy and College and Career Readiness in Grades 7 and 8 ([Exhibit E](#))

g. Resolution to Approve Employment of Administrative Staff

<u>Name</u>	<u>Classification</u>	<u>Contract Dates</u>
Ted Blank	Executive Director - .45 F.T.E. Classification 3, Step 9	8/1/11 - 7/31/12
Gweynn Hampel	Assistant Principal, Middle School Classification 8, Step 7	8/1/11 - 7/31/12
Betsy Lauer	Manager, Computer Operations Step 9	8/1/11 - 7/31/12
Todd Murphy	Elementary Principal Classification 5, Step 9	8/1/11 - 7/31/14

- h. Resolution of Intent to Participate with Ohio Schools' Council in Cooperative Purchasing of Buses for the 2011-2012 school year**
- i. Resolution to Adopt the Revised 2011-2012 and 2012-2013 School Calendar ([Exhibit F](#)) and ([Exhibit G](#))**
- j. Notice of Decisions on Suspension Appeal Hearings ([Exhibit H](#))**
- k. Resolution to Approve Revision to the Rocky River High School Course Catalog 2011-2012 ([Exhibit I](#))**
- l. Resolution to Accept Gifts to Schools**
 - i. Westlake Village Care Center:** A donation in the amount of \$25.00 to be used by RRHS Vocal Music.
 - ii. GGJ Engineers:** A donation of office workstations valued at \$2,000.00.
 - iii. Samantha Manoloff:** A donation in the amount of \$16.56 for the Goldwood Gardens.
 - iv. Kathy Cotman & Maximiana Danoso:** A donation in the amount of \$20.00 to be used by the RRHS Football and Wrestling Team.
 - v. Susan Tate:** A donation in the amount of \$10.00 to be used by the RRHS Football and Wrestling Teams.
 - vi. Pamela J. Bartles/National Lake Company:** A donation in the amount of \$130.00 to be used by the RRHS Football and Wrestling Teams.
 - vii. Anonymous:** A donation in the amount of \$2,000.00 to be used by the RRHS Band.
 - viii. Ohiopyle Prints, Inc. -** A donation in the amount of \$40.23 to be used by RRHS.

12. Other Business

- a. Other
- b. Resolution to Adjourn

ROCKY RIVER CITY SCHOOLS
 Financial Report by Fund
 FINANCIAL REPORT FOR JANUARY 2011

Begin Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
TOTAL FOR Fund 001 - GENERAL:							
1,229,077.78	5,202,651.91	20,288,047.41	2,878,265.77	17,664,089.55	3,853,035.64	1,298,862.69	2,554,172.95
TOTAL FOR Fund 002 - BOND RETIREMENT:							
4,230,767.98	806,754.00	2,290,774.52	0.00	2,774,391.80	3,747,150.70	0.00	3,747,150.70
TOTAL FOR Fund 003 - PERMANENT IMPROVEMENT:							
60,474.96	12,955.11	90,719.49	20,616.76	177,344.25	26,149.80-	19,414.04	45,563.84-
TOTAL FOR Fund 004 - BUILDING:							
121.00	4,537.21	43,452,996.69	373,150.77	1,716,955.89	41,736,161.80	5,890,231.95	35,845,929.85
TOTAL FOR Fund 006 - FOOD SERVICE:							
99,356.76	41,165.95	228,589.96	37,215.48	231,523.98	96,422.74	53,594.27	42,828.47
TOTAL FOR Fund 007 - SPECIAL TRUST:							
77,811.12	0.00	6,032.19	0.00	34,776.29	49,067.02	0.00	49,067.02
TOTAL FOR Fund 009 - UNIFORM SCHOOL SUPPLIES:							
17,787.70	1,453.30	25,637.48	1,325.00	25,188.94	18,236.24	0.00	18,236.24
TOTAL FOR Fund 011 - ROTARY-SPECIAL SERVICES:							
169,277.85	9,851.92	208,447.01	21,463.72	215,803.29	161,921.57	28,561.23	133,360.34
TOTAL FOR Fund 018 - PUBLIC SCHOOL SUPPORT:							
77,692.36	3,667.83	44,228.75	7,218.28	34,703.48	87,217.63	27,883.36	59,334.27
TOTAL FOR Fund 019 - OTHER GRANT:							
11,229.59	0.00	14,811.78	1,079.95	7,194.25	18,847.12	8,382.17	10,464.95
TOTAL FOR Fund 024 - EMPLOYEE BENEFITS SELF INS.:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 200 - STUDENT MANAGED ACTIVITY:							
115,269.42	7,471.67	80,898.85	43,668.55	96,177.74	99,990.53	30,970.87	69,019.66
TOTAL FOR Fund 300 - DISTRICT MANAGED ACTIVITY:							
5,860.89	54,112.07	238,330.44	58,701.04	279,604.34	35,413.01-	79,014.01	114,427.02-
TOTAL FOR Fund 401 - AUXILIARY SERVICES:							
149,754.82	135.04	702,027.64	163,208.89	472,997.66	378,784.80	95,253.15	283,531.65
TOTAL FOR Fund 432 - MANAGEMENT INFORMATION SYSTEM							
4,247.07	2,000.00	3,000.00	0.00	4,261.75	2,985.32	0.00	2,985.32
TOTAL FOR Fund 440 - ENTRY YEAR PROGRAMS:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

ROCKY RIVER CITY SCHOOLS
 Financial Report by Fund
 FINANCIAL REPORT FOR JANUARY 2011

Begin Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance	
TOTAL FOR Fund 450 - SCHOOLNET EQUIP/INFRASTRUCTUR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL FOR Fund 451 - DATA COMMUNICATION FUND:	5,145.30	0.00	4,000.00	0.00	4,000.00	5,145.30	0.00	5,145.30
TOTAL FOR Fund 452 - SCHOOLNET PROFESS. DEVELOPMEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 459 - OHIO READS:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 499 - MISCELLANEOUS STATE GRANT FUN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 516 - IDEA PART B GRANTS:	88,084.20-	119,430.04	624,251.43	79,069.44	545,236.67	9,069.44-	311,775.35	320,844.79-
TOTAL FOR Fund 532 - FISCAL STABILIZATION FUND:	6,331.76	7,320.15	52,915.71	7,557.42	45,520.97	13,726.50	0.00	13,726.50
TOTAL FOR Fund 551 - LIMITED ENGLISH PROFICIENCY:	35.37	0.00	5,796.80	1,417.75	7,438.83	1,606.66-	215.95	1,822.61-
TOTAL FOR Fund 572 - TITLE I DISADVANTAGED CHILDRE	22,183.40	0.00	118,501.09	19,266.13	158,578.66	17,894.17-	2,455.42	20,349.59-
TOTAL FOR Fund 573 - TITLE V INNOVATIVE EDUC PGM:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 584 - DRUG FREE SCHOOL GRANT FUND:	0.00	0.00	913.67	0.00	913.67	0.00	0.00	0.00
TOTAL FOR Fund 587 - IDEA PRESCHOOL-HANDICAPPED:	4,257.17-	1,058.34	15,315.51	0.00	10,000.00	1,058.34	14,773.96	13,715.62-
TOTAL FOR Fund 590 - IMPROVING TEACHER QUALITY:	9,102.01	0.00	28,798.03	8,814.31	62,561.25	24,661.21-	11,188.06	35,849.27-
TOTAL FOR Fund 599 - MISCELLANEOUS FED. GRANT FUND	0.00	0.00	345.78	88.30	668.66	322.88-	0.00	322.88-
GRAND TOTALS:	6,199,185.77	6,274,564.54	68,525,380.23	3,722,127.56	24,569,931.92	50,154,634.08	7,872,576.48	42,282,057.60

**ROCKY RIVER CITY SCHOOL DISTRICTS
SUMMARY OF INVESTMENTS AND CASH BALANCES
As of January 31, 2011**

INVESTMENTS:

	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Cost/ Balance</u>	<u>Rate</u>
<u>Operating Funds</u>				
STAR Ohio		Daily	\$ 384.82	0.120%
Tri State CDARS	2/25/2010	2/24/2011	\$ 750,000.00	1.090%
Huntington Bank CDARS	3/4/2010	3/3/2011	\$ 500,000.00	0.900%
Huntington Bank CDARS	4/15/2010	4/14/2011	\$ 250,000.00	0.900%
Subtotal			\$ 1,500,384.82	0.995%
Charter One MRA		Daily	\$ 4,297.73	0.20%
Huntington		Daily	\$ 27,006.56	0.05%
PNC MMA		Daily	\$ 5,865,822.58	0.30%
Bond Issue investments*		Daily	\$ 42,110,719.95	0.316%
Subtotal			\$ 48,007,846.82	0.313%
Total Investments			\$ 49,508,231.64	0.334%
<u>CASH:</u>				
Demand Deposit Accounts - Net			\$ 644,707.44	
Petty Cash and Change Funds			\$ 1,695.00	
Sub-Total			\$ 646,402.44	
Total Investments and Cash			\$ 50,154,634.08	

* See next page for detail

ROCKY RIVER CITY SCHOOL DISTRICTS
SUMMARY OF BOND ISSUE INVESTMENTS AND CASH BALANCES
As of January 31, 2011

INVESTMENTS:

<u>INVESTMENT TYPE/ISSUE</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Cost/ Balance</u>	<u>Par Amount</u>	<u>Rate</u>
FHLB* - TE's - Stifel Nicholas	10/25/2010	1/25/2013	\$ 1,499,475.00	\$ 1,500,000.00	0.625%
Comm Paper - GE Capital Corp. - BAB's - Huntington	10/20/2010	4/18/2011	\$ 5,991,000.00	\$ 6,000,000.00	0.305%
Comm Paper - GE Capital Corp. - QSCB's - Huntington	10/20/2010	4/18/2011	\$ 3,994,000.00	\$ 4,000,000.00	0.305%
FHLB** - BAB's - JP Morgan	11/1/2010	11/18/2011	\$ 4,000,000.00	\$ 4,000,000.00	0.400%
FHLB*** - BAB's - Stifel Nicholas	11/22/2010	5/16/2012	\$ 999,733.33	\$ 1,000,000.00	0.500%
FHLB^ - QSCB - Morgan Stanley	12/3/2010	12/12/2011	\$ 999,950.00	\$ 1,000,000.00	0.400%
FHLB^^ - TE's - Huntington	12/10/2010	8/23/2012	\$ 747,477.08	\$ 750,000.00	0.500%
FHLB^^^ - BAB's - Huntington	12/10/2010	8/23/2012	\$ 1,245,795.11	\$ 1,250,000.00	0.500%
Subtotal			<u>\$ 19,477,430.52</u>	<u>\$ 19,500,000.00</u>	0.38%

* Callable 1/25/11, continuous thereafter

**** Callable 2/1/11, quarterly thereafter - CALLED 2/1/11**

*** Callable 12/16/10, monthly thereafter

^ Callable 3/3/11, quarterly thereafter

^^ Callable 2/23/11, quarterly thereafter

^^^ Callable 2/23/11, quarterly thereafter

BANKS/ISSUE

First Federal of Lakewood - TE's	Daily	\$ 1,645,146.63	0.400%
First Federal of Lakewood - BAB's	Daily	\$ 3,362,521.02	0.400%
PNC - BAB's	Daily	\$ 483,251.26	0.300%
PNC - QSCB's	Daily	\$ 5,906,129.89	0.300%
Charter One - BAB's	Daily	\$ 9,305,461.77	0.200%
Charter One - BAB's	Daily	\$ 1,700,000.00	0.000%
Star Ohio - Bldg. Fund BAB's	Daily	\$ 230,778.86	0.100%
Subtotal		<u>\$ 22,633,289.43</u>	0.256%

Total Investments

\$ 42,110,719.95 **0.315%**

Note: Overnight balances above do not include credited investment earnings for the current month since those will be posted in the subsequent month. Also, an amount equal to the actual cash expenditure from each type of bond issue will be transferred to one of the District's operating accounts once per month after the prior accounting month is closed.

Rocky River City School District
 Appropriation Summary as of January 31, 2011 - All Funds
 With Certified Resources For FY 2011 To Date

Fund Name	USAS Fund No.	Budget as of 12/31/10	Net Changes Jan 2011	Revised Budget as of 1/31/11	P/Y Encumbrances	Total Expendable as of 1/31/11	Certificate of Estimated Resources - Amendment #9	Resources Over/(Under) Revised Budget	Add/(Reduce) Amount of "Other Sources" on Amendment #9	Revised Est. Resources Amendment #10
General Fund	001	\$31,965,246	\$0	\$31,965,246	\$378,593	\$32,343,839	\$33,102,026 x	\$1,136,779		\$33,102,026
Bond Retirement	002	4,718,491	0	4,718,491	-	4,718,491	7,894,692 x	3,176,201		7,894,692
Permanent Improvement	003	200,516	0	200,516	45	200,561	216,092 x	15,575		216,092
Building	004	5,714,330	2,655,410	8,369,740	-	8,369,740	43,184,144 x	34,814,404		43,184,144
Food Service	006	488,833	0	488,833	423	489,256	592,784 x	103,951		592,784
Trust - Band Uniform Fund	007-9007	20,000	0	20,000	-	20,000	35,751 x	15,751		35,751
Trust - Scholarship	007-9008	30,000	0	30,000	-	30,000	43,017 x	13,017		43,017
Trust - Unclaimed Funds	007-9009	500	0	500	-	500	13,327 x	12,827		13,327
Trust - Rocky River Angel Fund	007-9907	2,000	0	2,000	-	2,000	6,975 x	4,975		6,975
Trust - Rocky River Angel Fund - Goldwood	007-9908	500	0	500	-	500	1,054 x	554		1,054
Trust - Technology Improvement Fund	007-9909	-	0	-	-	-	216 x	216		216
Trust - Herb Score Memorial Fund	007-9910	14,500	0	14,500	-	14,500	14,500 x	0		14,500
Uniform School Supply	009	25,050	1,000	26,050	-	26,050	44,838 x	18,788		44,838
Rotary Funds	011	272,666	0	272,666	10,546	283,212	393,907 x	121,241		393,907
School Support Funds	018	83,525	0	83,525	4,261	87,786	153,432 x	69,907		153,432
Private Source Grants	019	25,324	0	25,324	406	25,729	25,636 x	312		25,636
Self-Insurance Fund	024	-	0	-	-	-	-	0		-
Student Activities	200	192,660	0	192,660	20,150	212,810	286,822 x	94,162		286,822
Athletic and Co-Curricular	300	312,314	0	312,314	3,935	316,249	330,937 x	18,624		330,937
<i>State Grants:</i>										
Auxiliary Services (Private Schools)	401	854,264	0	854,264	28,256	882,520	1,412,025 x	557,760		1,412,025
EMIS	432	7,000	0	7,000	3,054	10,054	8,193 x	1,193		8,193
Entry Year Programs	440	-	0	-	-	-	-	0		-
Data Communications	451	4,000	0	4,000	4,000	8,000	5,145 x	1,145		5,145
School Net - Professional Dev.	452	-	0	-	-	-	-	0		-
Misc State Grants	499	-	0	-	-	-	-	0		-
<i>Federal Grants:</i>										
IDEA-B	516	1,214,807	0	1,214,807	46,457	1,261,264	1,214,807 x	0		1,214,807
School District Fiscal Stabilization	532	91,122	0	91,122	-	91,122	91,122 x	0		91,122
Title III - Limited English Proficiency	551	13,759	0	13,759	-	13,759	13,759 x	0		13,759
Title I	572	277,836	0	277,836	2,550	280,386	277,836 x	0		277,836
Title V	573	-	0	-	-	-	-	0		-
Drug-Free Schools	584	914	0	914	-	914	914 x	0		914
Preschool - Special Education	587	24,774	0	24,774	-	24,774	24,774 x	0		24,774
Title II-A	590	76,548	0	76,548	3,452	80,000	76,548 x	0		76,548
Misc. Federal Grants	599	693	0	693	-	693	693 x	0		693
Total All Funds		\$46,632,173	\$2,656,410	\$49,288,583	\$506,126	\$49,794,709	\$89,465,966	\$40,177,383	\$0	\$89,465,966

EXHIBIT B

Amended appropriation passed at the 2/17/11 meeting of the Rocky River Board of Education
 Amended Certificate has been or will be requested from the County Budget Commission

ROCKY RIVER CITY SCHOOL DISTRICT
Office of the Superintendent of Schools

JOB DESCRIPTION

TITLE: GIFTED COORDINATOR K-12

REPORTS TO: Assistant Superintendent

PAY RANGE: As adopted and approved by the Board of Education

PERSONAL CHARACTERISTICS:

- Will possess qualities of leadership essential to the successful functioning of the organizational unit to which assigned
- Will exhibit effective communication skills
- Will exhibit acceptable standards of objectivity, emotional stability and motivation
- Will demonstrate the ability to motivate members of the staff in order to provide a meaningful educational program for the students
- Will demonstrate the ability to promote excellent public relations

TRAINING, EXPERIENCE AND/OR SKILLS:

- Valid Ohio teaching license and gifted credentials
- Master's Degree
- Minimum of at least three years of successful teaching experience
- Successful experience related to the assignment and demonstrated organizational ability
- Ability to interpret test scores
- Knowledge of characteristics and educational needs of gifted and talented students

ESSENTIAL JOB FUNCTIONS:

- Responsible for the leadership, development, coordination and implementation of all aspects of the K-12 gifted education program, and provide support for curriculum development as it pertains to adapting curriculum to meet the needs of gifted and talented students
- Coordinate the development and implementation of policies, procedures and plans for identified gifted and talented students as directed by the Board of Education and the Ohio Department of Education
- Collaborate with department of Learning Resource Services and department of Curriculum and Instruction to insure integration of services
- Serve as a communication link between all buildings K-12 as it relates to identification and delivery of services for gifted and talented students
- Assist school personnel in the planning of assessment, testing, identification, service options, placement and guidance of gifted children
- Provide leadership and educational direction by meeting regularly with consulting teachers to establish and implement districtwide goals
- Coordinate enrichment programs and direct service activities for gifted children

- Provide consultation on curriculum development, teaching strategies and appropriate materials for consulting teachers and classroom teachers in assisting gifted and academically able students
- Coordinate the development of students' written educational plans
- Provide professional development to classroom teachers, consulting teachers, guidance counselors, administrators, parents, mentors, aides, and other coordinators regarding identification policies and procedures and the characteristics and educational and social-emotional needs of gifted children
- Disseminate information relating to current research, workshops, study groups, conferences and courses in gifted education for consulting teachers, classroom teachers, guidance counselors, coordinators and administrators
- Serve as liaison with school personnel, parents, community members, universities and colleges, industry, business, cultural institutions and other interested publics
- Serve on the Curriculum Development Committee (CDC)
- Select and request needed supplies, instructional materials, textbooks, resources and equipment necessary to implement programs and services
- Develop and maintain an inventory of materials specifically purchased with gifted funds to support gifted education services
- Notify parents of students identified for gifted services and be available for conferences
- Maintain accurate and complete records
- Assist district personnel in evaluating, on a continuing basis, the strengths and opportunities for improvement of services for gifted children
- Prepare annual reports to meet local, state and federal requirements
- Attend professional development seminars, workshops and conferences to keep current on relevant issues and trends as well as local, state and federal mandates and policies regarding gifted education
- Perform other duties as assigned

ROCKY RIVER CITY SCHOOL DISTRICT
Office of the Superintendent of Schools

JOB DESCRIPTION

TITLE: ADMINISTRATIVE ASSISTANT FOR CONSTRUCTION SERVICES

REPORTS TO: Director

PERSONAL CHARACTERISTICS:

- Ability to communicate ideas and directives clearly and effectively both orally and in writing
- Effective, active listening skills
- Knowledge of public school policies and practices
- Organizational and problem solving skills

TRAINING, EXPERIENCE AND/OR SKILLS:

- Will have extensive training and knowledge of the Windows and Macintosh operating systems and computer software applications, including Word, Excel and other email/calendar programs
- Will have thorough knowledge of, or know source of information regarding administrative rules, regulations, functions, procedures, organizational and applicable statutory law, and have the ability to make decisions accordingly
- Will have ability to compose clear and concise written material
- Will have the ability to establish priorities and determine proper procedures; to devise formats and independently arrange and evaluate diversified materials
- Will have ability to use discretion in dissemination of information

ESSENTIAL JOB FUNCTIONS:

- Will maintain accurate accounting records for the construction projects
- Will interface with architects, construction managers and contractors to facilitate flow of communication
- Will meet school employees and the public in a professional and concerned manner
- Will reconcile records with Treasurer and Construction Manager
- Will oversee payment of architect and construction manager contracts
- Will prepare Board of Education motions as necessary for the construction projects
- Will be responsible for the processing of all invoices and purchase orders related to construction
- Will arrange all appropriate meetings for the construction projects
- Will arrange for distribution of notices, memoranda, directives and/or related to the construction projects
- Will organize and maintain efficient office files and records including private and confidential materials
- Will perform other duties as assigned
- Shall be knowledgeable about and comply with all safety and health policies, administrative directives and procedures adopted by the Board

RESOLUTION TO INCORPORATE THE TEACHING OF FINANCIAL LITERACY AND COLLEGE AND CAREER READINESS IN GRADES 7 AND 8

WHEREAS the Rocky River City School District Board of Education believes in and supports the importance of teaching financial literacy and college and career readiness; and

WHEREAS the Rocky River City School District Board of Education believes that preparing students for post secondary education, equipping them with the prerequisite skills needed for a successful career, and teaching students to become financially literate, including the ability to read, analyze, manage and communicate about the personal financial conditions that affect material well-being, will position them for success in later life.

NOW, THEREFORE BE IT RESOLVED that the Rocky River Board of Education supports and believes strongly in the importance of teaching financial literacy and college and career readiness in both the middle grades (7 and 8) and in the high school

Scott Swartz, *President, Rocky River Board of Education*

Date

Michael G. Shoaf, *Superintendent*

Date

Greg Markus, *Treasurer*

Date

ROCKY RIVER CITY SCHOOL DISTRICT

2011-2012 CALENDAR

DRAFT 1/13/11

Important Dates

August 18/19.....New Teacher Orientation
 August 24.....Teacher Professional Day
 August 25.....First Day of School
 September 5.....Labor Day
 October 14.....NEOEa Day
 November 10.....Parent Conference Day
 November 11.....Teacher Professional Day
 November 23-25.....Thanksgiving Vacation
 December 22.....Winter Vacation Begins
 January 3.....School Resumes
 January 16.....Martin Luther King Day
 January 20.....Teacher Record Day
 February 20.....Presidents' Day
 April 6.....Spring Vacation Begins
 April 16.....School Resumes
 May 28.....Memorial Day
 June 6.....Last Day of School
 June 7.....Teacher Record Day

Holidays for 12 Month Employees

September 5.....Labor Day
 November 24.....Thanksgiving Day
 November 25.....Day After Thanksgiving
 December 26 & 27...Days After Christmas
 December 29 & 30...Days Before New Year's
 January 16.....Martin Luther King Day
 February 20.....Presidents' Day
 April 6.....Day During Spring Break
 May 28.....Memorial Day
 July 4.....Fourth of July

Contingency Calamity Days

June 7, 8, 11, 12 and 13, 2012 are designed as student make-up calamity days as required by O.R.C. 3317.01

Adopted: Resolution #



(5) AUGUST

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18 ^T	19 ^T	20
21	22	23	24	25	26	27
28	29	30	31			

(21) SEPTEMBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

(20) OCTOBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28*	29

(17) NOVEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

(15) DECEMBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

(19) JANUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19*	20	21
22	23	24	25	26	27	28
29	30	31				

(20) FEBRUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

(22) MARCH

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23*	24
25	26	27	28	29	30	31

(15) APRIL

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

(22) MAY

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

(4) JUNE

S	M	T	W	T	F	S
					1	2
3	4	5	6*	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JULY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- School Not In Session
- Parent Conference Day
- Professional Day
- Holiday for 12 Month Employees
- T = New Teacher orientation
- * = End of Quarter

Grading Periods

First QuarterAugust 25.....October 28.....= 45 days
Second QuarterOctober 31.....January 19.....= 45 days
Third QuarterJanuary 23.....March 23.....= 44 days
Fourth QuarterMarch 26.....June 6.....= 46 days

Month	Total Student Days	Teacher Professional Days	Total Teacher Days
August	5	1	6
September	21		21
October	20	1	21
November	17	2	19
December	15		15
January	19	1	20
February	20		20
March	22		22
April	15		15
May	22		22
June	4	1	5
Total	180	6	186

ROCKY RIVER CITY SCHOOL DISTRICT

2012-2013 CALENDAR

DRAFT 1/13/11

Important Dates	
August 16/17	New Teacher Orientation
August 22	Teacher Professional Day
August 23	First Day of School
September 3	Labor Day
October 12	NEOEA Day
November 8	Parent Conference Day
November 9	Teacher Professional Day
November 21-23	Thanksgiving Vacation
December 21	Winter Vacation Begins
January 2	School Resumes
January 18	Teacher Record Day
January 21	Martin Luther King Day
February 18	Presidents' Day
March 29	Spring Vacation Begins
April 8	School Resumes
May 27	Memorial Day
June 5	Last Day of School
June 6	Teacher Record Day

Holidays for 12 Month Employees	
September 3	Labor Day
November 22	Thanksgiving Day
November 23	Day After Thanksgiving
December 24	Day Before Christmas
December 25	Christmas Day
December 31	Day Before New Year's
January 1	New Year's Holiday
January 21	Martin Luther King Day
February 18	Presidents' Day
March 29	Day During Spring Break
May 27	Memorial Day
July 4	Fourth of July

Contingency Calamity Days
 June 6, 7, 10, 11 and 12, 2013 are designed as student make-up calamity days as required by O.R.C. 3317.01

Adopted: 11/18/10 Resolution #216-10



(7) AUGUST						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16 ^T	17 ^T	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

(19) SEPTEMBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

(22) OCTOBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26*	27
28	29	30	31			

(17) NOVEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

(14) DECEMBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

(20) JANUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17*	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

(19) FEBRUARY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

(20) MARCH						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22*	23
24/31	25	26	27	28	29	30

(17) APRIL						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

(22) MAY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

(3) JUNE						
S	M	T	W	T	F	S
						1
2	3	4	5*	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- School Not In Session
- Parent Conference Day
- Professional Day
- X
 Holiday for 12 Month Employees
- T = New Teacher orientation
- * = End of Quarter

Grading Periods	
First Quarter	August 22.....October 26= 45 days
Second Quarter	October 29.....January 17= 46 days
Third Quarter	January 22.....March 22= 43 days
Fourth Quarter	March 25.....June 5= 46 days

Month	Total Student Days	Teacher Professional Days	Total Teacher Days
August	7	1	8
September	19		19
October	22	1	23
November	17	2	19
December	14		14
January	20	1	21
February	19		19
March	20		20
April	17		17
May	22		22
June	3	1	4
Total	180	6	186

NOTICE OF DECISIONS ON SUSPENSION APPEAL HEARINGS

Hearings were held in Conference Room B of the Board of Education Office of the Rocky River City School District on February 4, 2011, by Mr. Ted Blank, Executive Director of Human Resources and Support Services. The hearings were held at the request of the parents of three High School students to hear the appeals against their children's out-of-school suspensions at Rocky River High School. Based upon the information presented at the hearings, the out-of-school-suspensions were modified.

**RESOLUTION TO APPROVE REVISION TO THE ROCKY RIVER HIGH
SCHOOL COURSE CATALOG 2011-2012**

CREDIT FLEXIBILITY PROGRAM

Flexible credit applies to any alternative coursework, custom learning activity, assessment, and/or performance that demonstrate proficiency qualified to be awarded equivalent credit toward graduation as applied for and approved in advance by the district. Approved credit awarded will be posted on the student's transcript, calculated into the student's grade point average (GPA), and counted as required graduation credit in the related subject area or as an elective.

The school district communicates the Credit Flexibility Program Information and Guidelines annually on the district website and in the RRHS course catalog and student handbook. If interested, a student must initiate the request to take a course or earn credit via Credit Flexibility by first meeting with his or her guidance counselor and then successfully completing the application process.

Any student with high school status can earn credit toward graduation in three ways, or a combination thereof:

1. Traditional coursework
2. Credit by assessment
3. Board approved educational options (i.e., dual enrollment, post-secondary enrollment, independent study, alternate coursework, custom learning activity)

The Credit Flexibility Program Information and Guidelines can be reviewed on the guidance webpage. Students interested in pursuing flexible credit options can schedule an appointment to discuss this with their guidance counselor.