

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT
PERSONNEL COMMITTEE MEETING *MINUTES*
September 12, 2019**

I. Old Business

A. None to report

II. New Business

A. Memoranda of Understanding

1) Coordinator of Special Education

2) After School Instruction Tutors to be renamed Homework Club

B. Mental Health Interventionist for High School - postponed

C. Approval of Administrative resignations:

1) O'Connell, Shelley - Nutrition Services Assistant, effective 10/4/19

D. Approval of \$65 stipend for personal cell phone use for the following employees:

1) Barker, Taryn - retroactive to 8/1/19

2) Planicka, Wendy

E. Approval of Certified Resignations

1) None to report

F. Family Medical Leave of Absence - FMLA is 12 weeks in length - eight weeks can be paid sick leave if the employee has it available - the next four weeks are without pay. After that period it is Family Care Leave which is without pay. **(Information purposes only)**

1) Atherine, Jennifer, MCM - 3/11-8/1/19

2) Cambron, Joe, HS - Intermittent

3) Cramer, Julie, BES - 7/25-10/16/19

4) Cunningham, Bradley, HS - 12/1/19-1/26/20

5) Emmons, Elizabeth, HS - 12/27/19-3/20/20

6) Espy, Minna, MLB - 11/25/19-1/20/20

7) Fritz, Jesse, HS - 8/9-10/7/19

8) Green, Emily, JH - 2/15-4/11/20

9) Otts, Sarah, MLB - 12/29/19-4/14/20

10) Veatch, Erin, JH - 10/4/19-1/6/20

11) Williams, Emily, HS - 2/7-4/13/20

12) Young, Amanda, CLS - 8/22-11/7/19

13) Zins, Heather, MLB - 2/16-5/11/20

G. Approval of Family Care Leave of Absence (**unpaid requires board approval**)

- 1) None to report

H. Certified Hiring Recommendations for the 2019-20 school year::

- 1) Back, Danielle - Reading Tutor, Meadowview Elementary, 3 hours/day, \$25/hour, effective 9/11/19

I. Approval to pay the following teacher for Extended School Year services:

- 1) Rawlins, Carla - 3 hours at \$25/hour

J. Approval of Exempt personnel resignation contingent on being hired for Accounts

Payable position:

- 1) Korzan, Julie - Administrative Secretary, effective 12/18/19

K. Approval to hire Exempt Office personnel for the following position:

- 1) Korzan, Julie - Accounts Payable, 230 day contract, effective 12/19/19, \$60,000 (to be prorated based on number of days left in current 230 day contract as of 12/19/19)

L. Approval to pay the following teacher aide for Extended School Year services:

- 1) Snyder, Bradley - 6.25 hours, teacher aide hourly rate

M. Approval to make the following corrections for Classified Employees' contracts previously approved at the July 16, 2019 or August 15, 2019 board meeting:

- 1) Mills, Heather - McCormick Elementary, Extended Day Caregiver, experience 2, \$17.43/hour
- 2) Clements, Makinley - McCormick Elementary, Extended Day Assistant Caregiver, experience 3, \$15.81/hour
- 3) Dillion, Hailee - Meadowview Elementary, Extended Day Assistant Caregiver, experience 2, \$15.38
- 4) Dobrowolski, Jacob - McCormick Elementary, Extended Day Caregiver, experience 4, \$18.23/hour

N. Approval of Classified Resignations:

- 1) Back, Danielle - Teacher Aide, Meadowview Elementary, effective 9/10/19
- 2) Buckner, Rhonda - Teacher Aide, Junior High, effective 8/23/19 (**waiting for Rhonda to submit resignation**)

- 3) Champney, Ronda - Substitute Food Service Worker
- 4) Cunningham, Jennifer - Junior High School, Food Service Worker, effective 8/26/19
- 5) Kunes, Hilary - Substitute Food Service Worker
- 6) Page, Seth - Teacher Aide, effective 8/15/19
- 7) Plavchak, Alison - Media Aide, Meadowview Elementary, effective 8/19/19
- 8) Schmidt, Kim - Teacher Aide, effective 8/16/19

O. Approval of Classified Hiring Recommendations for 2019-20 school year:

- 1) Dettmer, Jared* - Pattison Elementary, Extended Day Assistant Caregiver, experience 2, \$15.38/hour
- 2) Doll, Pat* - Meadowview Elementary, Food Service Worker, experience 0, 2 hours/day, \$14.75/hour, effective 9/3/19
- 3) Larkin, Barbara* - John Paul II, Food Service Worker, experience 5, 4 hours/day, \$16.32/hour
- 4) Back, Danielle - Meadowview Elementary, Teacher Aide, experience 5, 3.5 hours/day, \$18.59/hour (**resigned Teacher Aide position to take Reading Tutor position**)
- 5) Cunningham, Jennifer - Junior High, Teacher Aide, experience 0, 3.5 hours/day, \$16.20/hour
- 6) Dobrowolski, Jacob - Junior High, Teacher Aide, experience 3, 3.5 hours/day, \$17.64
- 7) Jetter, Amanda* - Meadowview Elementary, Teacher Aide, experience 0, 3.5 hours/day, \$16.20/hour
- 8) King, Trisha - Pattison Elementary, Teacher Aide, experience 5, 3.5 hours/day, \$18.59/hour
- 9) Nelson, Sharon - Meadowview Elementary, Teacher Aide, experience 0, 3.5 hours/day, \$16.20/hour
- 10) Plavchak, Alison - Junior High, Teacher Aide, experience 5, 3.5 hours/day, \$18.59/hour (**resigned Media Aide position to take Teacher Aide position**)
- 11) Polly, Ann* - Mulberry Elementary, Teacher Aide, experience 0, 3.5 hours/day, \$16.20/hour
- 12) Buckner, Rhonda - Meadowview Elementary, Media Aide, experience 8, 7 hours/day, \$21.37/hour
- 13) Barros, Marcos* - Substitute Custodian
- 14) Chisman, Mary* - Substitute Custodian
- 15) Kidd, Judith* - Substitute Custodian
- 16) Nelson, Sharon - Substitute Extended Day Caregiver
- 17) Baker, Beth* - Substitute Food Service Worker

- 18) Battistone, Ann* - Substitute Food Service Worker
- 19) Carlson, Jessica* - Substitute Food Service Worker
- 20) Clark, Sherry - Substitute Food Service Worker
- 21) Combs, Becky* - Substitute Food Service Worker
- 22) Cunningham, Jennifer - Substitute Food Service Worker
- 23) Hammer, Ada* - Substitute Food Service Worker
- 24) Smith, Peggy* - Substitute Food Service Worker
- 25) Wulf, Jennifer* - Substitute Food Service Worker
- 26) Back, Danielle - Substitute Secretary
- 27) Combs, Becky* - Substitute Secretary
- 28) Korzan, James - Substitute Secretary

ALL MARKED WITH AN * STILL NEED PAPERWORK AND/OR BACKGROUND CHECKS AND/OR PERMIT.

P. Approval of Building Supplemental Contract Resignation:

- 1) Jorden, Matthew - Parking Lot Supervisor, effective 8/19/19
- 2) O'Connell, Shelley - Wellness Liaison effective 10/4/19

Q. Approval of District Supplemental Contract Recommendation:

- 1) Hansman, Mark - Home Instruction Tutor, on as needed basis, \$25/hour

R. Approval of Building Supplemental Contract Recommendations for the 2019-20 school Year:

- 1) Baker, Kris - Junior High, Homework Club, on as needed basis, \$25/hour
- 2) Beelman, Julie - Junior High, Homework Club, on as needed basis, \$25/hour
- 3) Behrens, Ann - Junior High, Homework Club, on as needed basis, \$25/hour
- 4) Fitzhugh, Jason - Junior High, Homework Club, on as needed basis, \$25/hour
- 5) Hackmeister, Judy - Junior High, Homework Club, on as needed basis, \$25/hour
- 6) Racela, Lauren - Junior High, Homework Club, on as needed basis, \$25/hour
- 7) Behrens, Ann - Junior High, 50% Student Council, level 3, pay step 0, \$618.50
(added 50%; corrected pay step and salary)
- 8) Behrens, Ann - Junior High, 50% Builders Club, level 4, pay step 0, \$824.50
- 9) Pope, Timothy - Junior High, Wellness Liaison, \$300
- 10) Coombs, David - High School, Parking Lot Supervisor, 8/1-8/28/19 only, level 4, pay step 0, \$75.36
- 11) Yards, Ryan - High School, Parking Lot Supervisor, effective 9/9/19, level 4, pay step 0,
\$1516.62

12) Songer, Angela - High School, 40% Technical Director, level 8, pay step 0, \$1978.40

S. Approval of Athletic and Extracurricular Activities Supplemental/Pupil Activity Contract Recommendations for the 2019-20 school year:

- 1) Michael Neverman, JH Girls Tennis Coach (50%), level 4, pay step 4, \$1236.50
- 2) Isabel Caputa, JH Girls Tennis Coach (50%), level 4, pay step 1, \$927.50
- 3) Paul Helton, JH Football Coach (50%), level 6, pay step 0, \$1648.50
- 4) Deanna Eastham, JH Winter Cheer Coach, level 4, pay step 1, \$1855
- 5) Danielle Fultz, JH Winter Cheer Coach, Position 5, level 4, pay step 0, \$1649
- 6) Charles Long, JH Boys Basketball Coach, level 6, pay step 10, \$4534
- 7) Jim Campbell, JH Boys Basketball Coach, level 6, pay step 13, \$4534
- 8) Michael Pope, JH Boys Basketball Coach, level 6, pay step 6, \$4328
- 9) B. Adam Langdon, JH Girls Basketball Coach, level 6, pay step 8, \$4328
- 10) Michael Sonntag, JH Girls Basketball Coach, level 6, pay step 2, \$3710
- 11) Kristi McKenney, JH Girls Basketball Coach, Position 7, level 6, pay step 18, \$4740
- 12) Natalie Maltry*, JH Dance Team Coach, level 4, pay step 3, \$2267

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T. Based on approved Memorandum of Understanding from the June 20, 2019 board meeting, corrections to the following supplemental contracts must be made:

- 1) Carpenter, Tracy - High School, Vocal Music Coordinator, level 8, pay step 29, \$8244
- 2) Dittgen, Brandon - High School, Winter Drumline, level 6, pay step 1, \$3504

U. Approval of Volunteers for the 2019-20 school year:

- 1) Logsdon, Patricia - Choral Music
- 2) Spresser, Michael - Choral Music

There may be additional resignations, retirements and hiring recommendations that are submitted after the personnel committee meeting, but before the BOE agenda is complete. If this occurs, this will be noted either in the minutes from personnel or through some other means of communication with the committee members.

Next Personnel Meeting is scheduled for October 10, 2019