

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Brookside High School

Regular Meeting/w Addendum
April 14, 2022

1. **ROLL CALL**

Notice of this meeting was given in accordance with the provisions of Policy BDDA of the Sheffield-Sheffield Lake Board of Education, which were adopted in accordance with Section §121.22 of the Ohio Revised Code and the Ohio Administrative Procedures Act.

Present: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

Absent: None

2. **CALL TO ORDER-** The meeting was called to order at: 5:34 PM

3. **OPENING CEREMONIES**

A. Pledge of Allegiance.

4. **INFORMATIONAL ITEMS**

Northeast OSBA Presentation – Representative, Deb Melda recognized Mrs. Jensen and Mrs. Lopez as distinguished board members, having served for 15 years.

5. **REVIEW OF OPEN QUESTIONS**

6. **APPROVAL OF THE AGENDA**

22-037 Mrs. Miller moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approves the agenda.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

7. **TREASURER'S BUSINESS**

A. **REPORTS** - Mr. Barnhart reported on Board of Revision complaints and the need to file counter complaints.

B. **BOARD MINUTES**

22-038 Mrs. Jensen moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

Regular Meeting – March 10, 2022

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Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

C. FINANCIAL STATEMENTS

- 22-039** Mrs. Czech moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the enclosed financial statements.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

D. META SOLUTIONS MASTER AGREEMENT

- 22-040** Mrs. Lopez moved seconded by Mrs. Miller that the Sheffield -Sheffield Lake Board of Education approve the attached META master agreement for core services as shown in Schedules I and II for 2022-23.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

E. RESOLUTION ACCEPTING RATES

- 22-041** Mrs. Miller moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the attached resolution accepting the amounts and rates as determined by the Budget Commission and authorizing tax levies and certifying them to the county auditor.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

F. FY22 APPROPRIATION AMENDMENT #2

- 22-042** Mrs. Czech moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the attached FY22 appropriation amendment #2.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

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8. **SUPERINTENDENT'S BUSINESS**

A. **REPORTS**

B. **PERSONNEL**

22-043

Mrs. Lopez moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve Items B1-5.

RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS

It is recommended that the Sheffield-Sheffield Lake Board of Education honor the following employee(s) request:

- a. **Meghan Kishman**, requesting an extension of Parental Leave for the 2022-23 school year.
- b. **Steve Parker**, District Operations Supervisor, resigning effective August 3, 2022, for the purpose of retirement.
- c. **Dawn Radford**, Forestlawn ELC SSP Monitor, resigning effective March 18, 2022, to accept another position in the district.
- d. **Michelle Ryan**, Knollwood SSP noon aide, resigning April 8, 2022.
- e. **Alyssa Salisbury**, PT Speech Language Pathologist, resigning effective August 12, 2022.
- f. **Hannah Sours**, BIS 4th grade teacher resigning at the conclusion of the 2021-22 school year.
- g. **Debra Strick**, Payroll Administrative Assistant, resigning, effective April 29, 2022.

CERTIFIED

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following certified personnel at the appropriate salary schedule rate as per the Master Agreement and contingent upon successful completion of all certification and payroll requirements.

- a. **Rebecca (Becky) Guerico**, BHS English Teacher, BA, Step 2, effective August 22, 2022.

CLASSIFIED

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following classified personnel at the appropriate salary schedule rate as per the Negotiated Agreement and contingent upon the successful completion of all payroll requirements.

- a. **Angela DeVito**, BIS SSP/Monitor, Step 1, 2.5 hrs./day, 181 days plus contracted holidays (pro-rated), effective date March 9, 2022.
- b. **Barb Krogg**, Forestlawn ELC SSP Paraprofessional/Monitor, Step 1, 1.5 hrs./day

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- 175 days plus contracted holidays (pro-rated), effective April 7, 2022.
- c. **Dawn Radford**, BIS ESP, Step 1, 7 hrs./day, 181 days plus contracted holidays (pro-rated) effective March 21, 2022.
- d. **Tiffany Williams**, Transportation Monitor, Step 4, 2 hrs./day, 180 days plus contracted holidays (pro-rated), effective April 25, 2022.
- e. **Jason Wright**, BIS Custodian (night), Step 1, 8 hrs./day, 260 days plus contracted holidays (pro-rated), effective March 28, 2022.

DECAF PROPOSALS

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following DECAF proposals.

NAME	TITLE	Percentage %
Jennifer Martynowski	BHS – Drams Tech Director	2

SUPPLEMENTAL

The Sheffield-Sheffield Lake Board of Education will award a Supplemental Contract at the appropriate salary schedule rate as per the Master Agreement to the following personnel contingent upon successful completion of all payroll requirements and current certifications.

- a. **Bradley Bomback**, BHS Assistant Baseball Coach, Class III, Step 4.
- b. **Heather Carollo**, Forestlawn ELC, Kindergarten Kick Start Teacher, Step 6, Class 0.
- c. **Janine Defevere-Waters**, Forestlawn ELC Intervention Specialist, Step 6, Class 0.
- d. **Kirk Seekins**, BHS VOLUNTEER Assistant Baseball Coach, at no cost to the district.
- e. **Kelly Zana**, , Forestlawn ELC, Kindergarten Kick Start Teacher, Step 6, Class 0.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

ADMINISTRATIVE

22-044

Mrs. Czech moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education award and employ **Hal Kendrick** a **Two (2) Year Contract as Business Manager**, as per the Administrative Schedule effective August 1, 2022-July 31, 2024, BA + 12, Step 5.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

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C. OTHER

22-045 Mrs. Miller moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the attached **BROOKSIDE HIGH SCHOOL PROPOSAL FOR SUMMER PLATO**, at no cost to the district, for the period of June 7-July 1, 2022.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

22-046 Mrs. Czech moved, seconded by Mrs. Miller that Sheffield-Sheffield Lake Board of Education approve the attached **FORESTLAWN ELC KINDERGARTEN KICK START PROGRAM**.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

22-047 Mrs. Jensen moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached **LORAIN COUNTY ESC 2022-2023 PRIMARY SERVICE AGREEMENT**.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

22-048 Mrs. Lopez moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the attached **EFFECTIVE UTILITY SERVICES II, LLC PROGRAM AGREEMENT FOR BOILER REPLACEMENT AT KNOLLWOOD ELEMENTARY SCHOOL**.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

22-049 Mrs. Jensen moved seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approve the **COLLEGE NOW GREATER CLEVELAND MEMORANDUM OF UNDERSTANDING** which provides career advising, financial aid counseling, scholarship, and retention services for 2022-23 per the attached.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None.

Motion Carried: 5-0

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- 22-050** Mrs. Lopez moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education acknowledge and accept the **AMVETS DONATION FOR BHS/BMS DRAMA CLUB** in the amount of \$ 2050.00.
- Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 5-0
- 22-051** Mrs. Miller moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the **VEX ROBOTICS WORLD CHAMPION SHIP FILED TRIP**, Dallas, TX, May 1-14, 2022, as per the attached.
- Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 5-0
- 22-052** Mrs. Lopez moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached **BROOKSIDE MIDDLE SCHOOL HANDBOOK WITH ADJUSTMENTS/CHANGES** for the 2022-23 school year.
- Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 5-0
- 22-053** Mrs. Miller moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the attached **BROOKSIDE INTERMEDIATE SCHOOL HANDBOOK WITH ADJUSTMENTS/CHANGES** for the 2022-23 school year.
- Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 5-0
- 22-054** Mrs. Lopez moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached **FORESTLAWN ELC AND KNOLLWOOD ELEMENTARY SCHOOL HANDBOOK WITH ADJUSTMENTS/CHANGES** for the 2022-23 school year.
- Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 5-0
9. **COMMENTS FROM THE PUBLIC** – Mrs. Dawn Magnasco spoke about her concerns with bullying and harassment and the need to address it further in the student handbooks.
- "In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation may be permitted at each meeting.*
Each person addressing the Board shall give his/her name and address. If several people wish to

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speaking, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public participation may be extended by a vote of most of the Board, present and voting."

10. STANDING COMMITTEE REPORT

1. Joint Vocational School – Sandy Jensen
There is a meeting next week. Mrs. Jensen also suggested the Board do a retreat.
2. Athletic Counsel – Sheila Lopez
Mrs. Lopez reported the Hall of Fame Induction will be held on May 20th.
3. Legislative Liaison – Amy DeLuca
HB597 has gone to the Governor for OFCC funding.
HB492 has been proposed to require coaches to take training so they may be able to recognize mental health issues.
4. Endowment Fund – Lisa Miller
The endowment dinner was a success and netted about \$ 9000.
Scholarship applications are due today and will be reviewed at the next meeting.
5. S.A.L.T. – Pat Czech
Knollwood has begun a Principal's Advisory Committee of 1st and 2nd graders.
The BIS robotics team did well.
BMS hosted a retired firefighter who wrote a book about Ground Zero and 9/11.
BHS choirs attended OMEA competitions, and the final performance will be on May 17th.
NHS induction will be on May 4th.
6. Finance Committee – Sheila Lopez
The finance committee will meet in May.

*8. SUPERINTENDENT'S BUSINESS

B. PERSONNEL

*RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS

22-056

Mrs. Miller moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education honor the following employee(s) request:

- a. **Scott Davey**, resigning at the conclusion of the 2021-22 school year, effective June 6, 2022.
- b. **Jeremy Smith**, requesting an unpaid Medical Leave of Absence, effective April 26, 2022.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

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No: None.
Motion Carried: 5-0

12. ADJOURNMENT

22-057 Mrs. Czech moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education adjourns.

Time: 6:18 PM

Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0



Michael T. Barnhart, Treasurer



Mrs. Amy DeLuca, President



***RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS – ADDENDUM ITEM**

The next meeting will be on May 12, 2022, at the Administrative Center at 5:30 PM.