

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Administration Center

Regular Meeting w/Addendum  
August 24, 2023

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**

3. **OPENING CEREMONIES**

A. Pledge of Allegiance.

4. **INFORMATIONAL ITEMS**

November 9 meeting might need to be moved due to conflict with Parent/Teacher Conferences. Mr. Cook will check the options.

5. **BOARD RECOGNITION**

Recognition of the following retirees – Mary Berner

Pat Blaseg

Susan Dunkle

6. **APPROVAL OF THE AGENDA**

**23-140** Mrs. Miller moved, seconded by Mrs. Jensen 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**

None

B. **BOARD MINUTES**

**23-141** Mrs. Miller moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

**Regular Meeting - August 10, 2023**

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Administration Center

Regular Meeting w/Addendum  
August 24, 2023

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller  
No: None  
Motion Carried: 5-0

**C. APPROVAL OF PURCHASE ORDERS**

**23-142** Mrs. Lopez moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the attached purchase orders above \$ 3000.00 with date issues.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller  
No: None  
Motion Carried: 5-0

**D. FINANCIAL STATEMENTS**

**23-143** Mrs. DeLuca moved seconded by Mrs. Lopez 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

**7. SUPERINTENDENT'S BUSINESS**

**A. PERSONNEL**

**RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS**

**23-142** Mrs. Lopez moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approves Items B1-4 including addendum items.

- a. **Mark Cizl**, resigning as District Video Director effective August 31, 2023, for the purpose of retirement.
- b. **Betty Schuster**, resigning as Knollwood Crossing Guard, effective July 25, 2023, for the purpose of retirement.

**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. **Kathleen Heckert**, Knollwood Noon Monitor, Step 1, 2.5 hrs./day, 175 days/year plus contracted holidays, effective August 24, 2023.

## RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Administration Center

Regular Meeting w/Addendum  
August 24, 2023

- b. **Stacy Mahnke**, TRANSFER from BIS Noon Monitor to Murray Ridge as ESP, effective August 2023.
- c. **Lindsay Olsen** TRANSFER from BIS ESP to BIS library paraprofessional, effective August 2023.
- d. **Alexis Polly** TRANSFER from Knollwood ESP to FELC ESP, effective August 2023.
- e. **Dawn Radford** TRANSFER from Knollwood ESP to FELC ESP, effective August 2023.
- f. **Bernadette Wallace**, Knollwood Noon Monitor, Step 1, 2.5 hrs./day, 175 days/year plus contracted holidays, effective August 24, 2023.

### **CERTIFIED TUTORS**

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. **Brianna Sokol**, FELC/KW/BIS Title I Tutor, 6 hrs./day, 165 days/yr., effective August 28, 2023, for the 2023-24 school year.

### **SUPPLEMENTAL**

It is recommended that the Sheffield-Sheffield Lake Board of Education 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. **Alexandria Huether**, BHS Assistant Boys Soccer Coach, Class IV, Step 0, effective August 25, 2023.
- b. **Julianna Pavicic**, Knollwood PBIS Advisor, Class VII, Step 0, effective August 25, 2023.
- c. **Danette Younkin**, BMS Volleyball Coach, Class III, Step 0, effective August 25, 2023.

### **CLASSIFIED ADDENDUM ITEMS**

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. **Jessica Harr**, Knollwood Noon Monitor, Step 1, 2.5 hrs./day, 175 days/yr. plus contracted holidays, effective August 24, 2023.
- b. **Sherry Ayber-Huegle**, Knollwood Noon Monitor, Step 1, 2.5 hrs./day, 175 days/yr. plus contracted holidays, effective August 24, 2023.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Administration Center

Regular Meeting w/Addendum  
August 24, 2023

**CERTIFIED ADDENDUM ITEMS**

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. Joel Moyer, Long Term Intervention Specialist Substitute for John Forster (BHS), BA, Step 0, retroactive to August 21, 2023.

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

No: None

Motion Carried: 5-0

**B. OTHER**

- 23-143** Mrs. Miller moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the attached **LORAIN COUNTY ALCOHOL AND DRUG ABUSE SERVICE (LCADA) PROPOSAL** which provides alcohol and drug prevention services to the Sheffield-Sheffield Lake schools for the 2023-2024 school year.

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

No: None

Motion Carried: 5-0

- 23-144** Mrs. Czech moved, seconded by Mrs. Lopez, that the Sheffield-Sheffield Lake Board of Education approve the attached **ESC SERVICE AGREEMENT FOR PART TIME COMPUTER TECHNICIAN**, effective July 24, 2023, through June 30, 2024.

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

Mrs. Miller

No: None

Motion Carried: 4-0

- 23-145** Mrs. Lopez moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the attached **AMERICAB TRANSPORTATION CONTRACT** which would provide transportation for student and monitor for the 2023-24 school year.

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

Mrs. Miller

No: None

Motion Carried: 4-0

**8. COMMENTS FROM THE PUBLIC**

Erica Pool, resident, would like to keep her children in the Sheffield-Sheffield Lake Schools while temporarily relocating.

## RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Administration Center

Regular Meeting w/Addendum  
August 24, 2023

*"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 speak, 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. People 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."*

### 9. STANDING COMMITTEE REPORT

1. Joint Vocational School – Sandy Jensen  
Enrollment is 1700, it's projected to be 2000 next year.  
Mrs. DeLuca asked for Sheffield-Sheffield Lake JVS enrollment.
2. Athletic Counsel – Sheila Lopez  
Fall season is off to a good start.  
There are a lot of freshmen on volleyball team so great future.  
Lots of kids on football team this year is encouraging.
3. Legislative Liaison – Amy DeLuca  
DeWine – new teacher apprenticeship program for classified to become teachers. Grow Your Own Teachers fund is coming with an application process.
4. Endowment Fund – Lisa Miller  
Applications available in September.
5. S.A.L.T. – Pat Czech  
School started yesterday.  
Picture Day is being advertised.  
Knollwood had a staggered start.
6. Finance Committee – Sheila Lopez  
Coming soon.

### 10. ADJOURNMENT

**23-146** Mrs. Lopez moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education adjourns.

**Time: 6:30 PM**

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

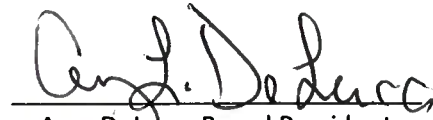
No: None

Motion Carried: 4-0

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Administration Center

Regular Meeting w/Addendum  
August 24, 2023

  
\_\_\_\_\_  
Rachel L. Tansey, Treasurer  
\_\_\_\_\_  
Amy DeLuca, Board President

The next regular meeting will be on September 7, 2023, at Brookside High School at 5:30 PM.