

Sheffield-Sheffield Lake City Schools Regular Board of Education Meeting

1824 Harris Road
Sheffield, OH 44054

August 27, 2018

5:30 P.M. Regular Meeting with Addendum

BHS/BMS Media Center

Mrs. Pat Czech, Vice President
Mrs. Amy DeLuca
Mrs. Sandra Jensen
Mrs. Sheila Lopez, President
Mrs. Lisa Miller
Mr. Michael F. Cook, Superintendent
Mr. Michael A. Pissini, Treasurer



INSPIRE ~ EXCITE ~ EDUCATE



NOTICE TO THE PUBLIC

We wish to welcome you to the Sheffield-Shield Lake Board of Education Meeting. Please be advised that tonight's meeting may be videotaped for presentation on cable. This agenda copy is provided for your convenience.

Each Board member receives his agenda and an abundance of informational material well in advance of each meeting. He, individually, has had the opportunity to study each item and to ask questions of school personnel.

The Board meeting is for the purpose of conducting public business and is not designed to be a public forum. Your questions and suggestions, however, are most welcome.

In general, all comments and questions should be brought to the attention of the school's administration. In most instances problems can be settled in this manner.

Please fill out the forms available should you wish to address a comment to the Board of Education. A place on the agenda has been provided for this purpose. In addressing the Board, state your name and address. Please keep your comments short and to the point.

The Board will gladly accept your suggestions and requests and will try to answer your questions when possible. Most often, however, action will be deferred to a subsequent meeting in order to allow time to thoroughly study your input.

DISTRICT GOALS

1. To improve the number of standards (indicators) met on the Ohio School District Report Card.
2. To maintain financial stability.
3. To improve the image and reputation of the district by conducting an annual community satisfaction survey and to increase public support and involvement demonstrated by at least fifty percent of the student's homes participating in some sort of two-way communication forum with the district during the school year.

Thank you for attending.

Your interest is appreciated.



Regular Meeting

1. ROLL CALL

"Notice of this meeting was given in accordance with the provisions of Policy 1.450 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."

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

2. CALL TO ORDER

3. OPENING CEREMONIES

Pledge of Allegiance

4. INFORMATIONAL ITEMS

POW Chair

5. REVIEW OF OPEN QUESTIONS

6. COMMENTS FROM THE PUBLIC

"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. 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 the majority of the Board, present and voting."

7. APPROVAL OF THE AGENDA

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

8. TREASURER'S BUSINESS

A. REPORTS

B. BOARD MINUTES



It is recommended that the Sheffield-Shffield Lake Board of Education approve Minutes from the following agenda(s):

Regular Meeting w/Addendum – August 13, 2018

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

C. PAYMENTS OF BILLS AND FINANCIAL STATEMENTS

It is recommended that the Sheffield-Shffield Lake Board of Education approve the enclosed bills and financial statements.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

D. RECORDS RETENTION SCHEDULE

It is recommended that the Sheffield-Shffield Lake Board of Education approve the attached updated records retention schedule.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

E. PARENT TRANSPORTATION PAYMENT IN LIEU

It is recommended that the Sheffield-Shffield Lake Board of Education approve the following parent transportation in lieu.

WHEREAS this Board does determine that the students listed below are legally entitled to transportation; and
WHEREAS the State Board of Education approved alternatives to Board owned buses are not reasonable available; now, therefore
BE IT RESOLVED that this Board of Education does approve “payment in lieu” contracts for the following students, payable to the parent or guardian.

<u>PARENT/GUARDIAN</u>	<u>STUDENT</u>	<u>GRADE</u>	<u>SCHOOL</u>
Danielle Stanaczyk	Noah	1	Bethany Lutheran

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____



9. **SUPERINTENDENT'S BUSINESS**

A. **REPORTS**

B. **PERSONNEL**

RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS

1. It is recommended that the Sheffield-Sheffield Lake Board of Education honor the following employee(s) request:
 - a. **Lori Clay**, resigning as Forestlawn Noon Aide, effective August 15, 2018 to accept another position in the district.
 - b. **Roger Ebner**, resigning as Knollwood Custodian, effective August 27, 2018 to accept another position in the district.
 - c. **Kelly Flaherty**, resigning as BIS SSP Monitor effective August 16, 2018 to accept another position in the district.
 - d. **Rebecca Hastings**, resigning as Murray Ridge Paraprofessional effective August 24, 2018 to accept another position in the district.
 - e. **Christina Raeke**, resigning as BHS Art teacher effective August 28, 2018.
 - f. **Candice Zilch**, resigning as Bus Driver, effective August 28, 2018.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

CERTIFIED TUTOR(S)

1. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following certified personnel as per the Master Agreement for the 2018-19 school year.
 - a. **David Baughman**, Homebound Tutor, \$ 23.83 per hour, effective August 28, 2018.
 - b. **Claire Fisher**, Homebound Tutor, \$ 23.83 per hour, effective August 28, 2018.
 - c. **Tandi Fritz**, Homebound Tutor, \$ 23.83 per hour, effective August 28, 2018.
 - d. **Amy Kitzberger**, Homebound Tutor, \$ 23.83 per hour, effective August 28, 2018.
 - e. **Lisa Montgomery**, Homebound Tutor, \$ 23.83 per hour, effective August 28, 2018.
 - f. **Brittany Rosso**, Homebound Tutor, \$ 23.83 per hour, effective August 28, 2018.
 - g. **Patricia Spence**, Homebound Tutor, \$ 23.83 per hour, effective August 28, 2018.
 - h. **Kelly Zana**, Homebound Tutor, \$ 23.83 per hour, effective August 28, 2018.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____



CERTIFIED

1. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following certified personnel as per the Master Agreement and contingent upon successful completion of all certification and payroll requirements.
 - a. **Brenna Demers**, BIS 4th Grade Intervention Specialist, BA, Step 3, \$ 40,512.00, effective August 28, 2018.
 - b. **Lori Kendrick**, Substitute District Psychologist, M+20, \$ 50.00 per hour, not to exceed 10 working days between August 28 and October 5, 2018, effective August 28, 2018.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

CLASSIFIED

1. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following classified personnel per the Master Agreement and contingent upon successful completion of all payroll requirements.
 - a. **Lori Clay**, BIS Server, 2.5 hrs./day, 176 days (minimum) plus contracted holidays, Step 1, \$ 12.54/hr., effective August 28, 2018.
 - b. **Roger Ebner**, District Maintenance, 8 hrs./day, 260 days plus contracted holidays, Step 10-11, \$ 21.04/hr., effective August 28, 2018.
 - c. **Kelly Flaherty**, BHS/BMS Server, 2.5 hrs./day, 181 days (minimum) plus contracted holidays, Step 5, \$ 13.82/hr., effective August 28, 2018.
 - d. **Donna Martin**, BHS/BMS School Support Personnel/Monitor, .5hrs./day, 175 days (minimum) plus contracted holidays, Step 1, \$ 12.21/hr., effective August 28, 2018.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

CLASSIFIED SUBSTITUTE

1. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following personnel contingent upon completion of all payroll requirements and current certifications.
 - a. **Sandy Roser**, Classified Substitute, \$ 10.00/hr., effective August 27, 2018.
 - b. **Candice Zilch**, Classified Substitute Bus Driver, \$ 14.00/hr., effective August 28, 2018.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____



ADMINISTRATIVE CLERICAL PERSONNEL

1. It is recommended that the Sheffield-Sheffield Lake Board of Education employ the following administrative personnel contingent upon successful completion of all payroll requirements.
 - a. **Debra Blackburn**, Payroll Administrator, 8 hrs./day, 248 days per year plus 12 holidays, Step 5, \$ 41,314.03, (pro-rated) effective August 27, 2018.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

SUPPLEMENTAL

1. It is recommended that the Sheffield-Sheffield Lake Board of Education award a Supplemental Contract to the following personnel effective for the **2018-19** school year/season contingent upon successful completion of all payroll requirements and current certifications school year/season contingent upon successful completion of all payroll requirements and current certifications.
 - a. **Kim Basinski**, BHS Assistant Cheerleading Coach, Class V, Step 0, \$ 2528.00.
 - b. **Dale Gainer**, BHS Assistant Football Coach, Class II, Step 0, \$ 4515.00.
 - c. **Bryan Szczepanski**, BMS Boys Basketball Coach, Class III, Step 0, \$ 3612.00.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

PARENT/COMMUNITY VOLUNTEER

1. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following individual(s) to serve as volunteers at no cost to the district for the 2018-19 school year/season.
 - a. **Dan Fleming**, Parent/Community/Band Volunteer, at no cost to the district, effective August 28, 2018.
 - b. **Marcia Fleming**, Parent/Community/Band Volunteer, at no cost to the district, effective August 28, 2018.
 - c. **Johnathan Monacelli**, Parent/Community/Band Volunteer, at no cost to the district, effective August 28, 2018.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____



C. **OTHER**

DONATION

1. It is recommended that the Sheffield-Sheffield Lake Board of Education acknowledge and accept the **NORTH COAST DESIGN BUILD, LLC. DONATION** in the amount of \$ 2500.00 for the purchase of football equipment/supplies.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

2. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached **SHEFFIELD-SHEFFIELD LAKE SCHOOL BUS ROUTES** for the 2018-19 school year.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

3. It is recommended that the Sheffield-Sheffield Lake Board of Education approve and adopt the attached **BOARD POLICY MANUAL CHANGES AND ADDITIONS** and waive the three readings.

- a. Website Accessibility Policy – ACBA
- b. Plan for Functionality/Accessibility - ACBC
- c. Strategy for Identifying of Inaccessible Content and Functionality- ACBB
- d. Notice to Persons with Disabilities – ACBA-R2
- e. Process for Ensuring Accessibility and Functionality – ACBA-R

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

10. **STANDING COMMITTEE REPORT**

1. Joint Vocational School
2. Athletic Counsel
3. Legislative Liaison
4. Endowment Fund
5. S.A.L.T.
6. Finance

11. **EXECUTIVE SESSION**

It is recommended that the Sheffield-Sheffield Lake Board of Education adjourn to Executive Session for the reason(s) indicated below with no action to follow:



TIME: _____

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

A. To consider one or more, as applicable, of the check marked items with respect to a public employee or official.

- 1) _____ Appointment;
- 2) Employment;
- 3) _____ Dismissal;
- 4) _____ Discipline;
- 5) _____ Promotion;
- 6) _____ Demotion;
- 7) _____ Compensation;

A. _____ Investigation of charges/complaints against a public employee, official, licensee, or regulated individual (unless public hearing requested)

B. _____ To consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is averse to the public interest.

C. _____ Conferences with an attorney for the public body concerning disputes involving the public body that are subject of pending or imminent court action.

D. _____ Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

E. _____ Matters required to be kept confidential by federal law or regulations or state statutes.

F. _____ Details relative to security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office.

Reconvene from executive session by consent at _____ p.m.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____



12. **ADJOURNMENT**

Time: _____

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

ADDENDUM TO THE AGENDA

9. **SUPERINTENDENT'S BUSINESS**

B. **PERSONNEL**

CERTIFIED

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

c. **Dunya Abraham**, BHS Long Term Substitute Art Teacher, BA, Step 0, \$ 36, 120.00.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

Next Regular Meeting: September 24, 2018 at the Administration Center at 5:30 PM