

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
BHS/BMS Media Center

Regular Meeting
February 12, 2018

1. **CALL TO ORDER**

2. **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.

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

Absent: None

3. **OPENING CEREMONIES**

A. Pledge of Allegiance.

4. **INFORMATIONAL ITEMS**

5. **REVIEW OF OPEN QUESTIONS**

6. **COMMENTS FROM THE PUBLIC**

None.

7. **APPROVAL OF THE AGENDA**

18-021 Mrs. Miller moved seconded by Mrs. DeLuca 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

8. **TREASURER'S BUSINESS**

A. **REPORTS**

B. **BOARD MINUTES**

18-022 Mrs. DeLuca moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

Organizational Meeting – January 8, 2018

Budget Hearing – January 8, 2018

Regular Meeting – January 8, 2018

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

No: None.

Motion Carried: 5-0

C. PAYMENTS OF BILLS AND FINANCIAL STATEMENTS

18-023 Mrs. Czech moved seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approve the enclosed bills and financial statements.

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

No: None.

Motion Carried: 5-0

9. SUPERINTENDENT'S BUSINESS

A. REPORTS

Review discipline reports- Mr. Cook, Superintendent

B. PERSONNEL

RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS

18-024 Mrs. Miller moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board honor the following employee(s) request:

- a. **Mandie Mone**, Title I Tutor/LTS Forestlawn Elementary, requesting a Leave, (4 weeks) beginning March 1, 2018 through March 31, 2018.
- b. **Kelson Barber**, BHS Art Teacher, requesting an Educational Sabbatical for the 2018-19 school year.
- c. **Sarah McCallie**, Murray Ridge Paraprofessional position, resigning effective January 26, 2018.
- d. **Barbara Louzy**, BMS all positions, resigning effective June 30, 2018 to retire.
- e. **Julie Bober**, BIS Library Paraprofessional, requesting 2 days (February 1 and 2, 2018) unpaid medical leave.
- f. **Kimberly A. Smith**, resigning as a Forestlawn Special Education Paraprofessional, effective February 7, 2018, to accept another position in the district.
- g. **Carol Carte**, resigning as a Forestlawn Cleaner, effective February 7, 2018, to accept another position in the district.
- h. **Michael Rowbotham**, BHS teacher, requesting a Family Medical Leave of Absence, beginning April 9, 2018 and returning May 14, 2018.

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

No: None.

Motion Carried: 5-0

CERTIFIED

18-025

Mrs. Miller moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the following certified personnel as per the Master Agreement.

- a. **Whitney Poole**, District Psychologist, to work additional hours on an as needed basis beginning approximately March 19, 2018 and ending June 1, 2018 at the daily hourly rate of \$ 37.21.

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

No: None.

Motion Carried: 5-0

CLASSIFIED

18-026

Mrs. Miller moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the following classified personnel as per the Negotiated Agreement and contingent upon the successful completion of all payroll requirements.

- a. **Carol Carte**, Cleaner, Knollwood, 8 hrs./day, Step 1, 248 days (pro-rated), plus 12 holidays (pro-rated), \$ 12.80/hr., effective February 12, 2018.
- b. **Lori Clay**, Cleaner, BMS, 4 hrs./day, Step 1, 182 days (pro-rated), plus 8 holidays (pro-rated), \$ 12.80/hr., effective February 12, 2018.
- c. **Pam Collins**, Bus Driver, 4 hrs./day, Step 2, 181 days (pro-rated), plus contracted holidays (pro-rated), \$ 16.80/hr., effective February 12, 2018.
- d. **Rebecca Hastings**, Special Education Paraprofessional, Murray Ridge, 7 hrs./day, Step 1, 181 days (pro-rated), 8 holidays (pro-rated), \$ 12.30/hr., effective February 12, 2018.
- e. **Barb Hobart**, Van Driver, Bus Garage, 2.5 hrs./day, Step 2, 181 days (pro-rated), plus contracted holidays (pro-rated), \$ 12.54/hr. effective February 12, 2018.
- f. **Barb Hobart**, BIS Monitor, 2.5 hrs./day, Step 1, 181 days (pro-rated), plus 8 holidays (pro-rated), \$ 11.97/hr., effective February 12, 2018.
- g. **Karla Hobart**, Bus Driver, 4 hrs./day, Step 2, 181 days (pro-rated), plus contracted holidays (pro-rated), \$ 16.80/hr. effective February 12, 2018.
- h. **Karla Hobart**, Knollwood Monitor, 1.5 hrs./day, Step 1, 175 days (pro-rated), plus 8 holidays (pro-rated), \$ 11.97/hr., effective February 12, 2018.
- i. **Stacy Knight**, BHS/BMS Server, 2.5 hrs./day, Step 1, 181 days (pro-rated), plus 8 holidays (pro-rated), \$ 12.30/hr., effective February 12, 2018.
- j. **Donnetta Lynch**, BIS Server, 2.5 hrs./day, Step 1, 181 days (pro-rated), plus 8 holidays (pro-rated), \$ 12.30/hr., effective February 12, 2018.

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- k. **Kimberly A. Smith**, Forestlawn and Knollwood Library Paraprofessional, 7.5 hrs./day, Step 18, 181 days (pro-rated) plus 8 holidays (pro-rated), \$ 16.43/hr., effective February 12, 2018.
- l. **Angela Wright**, Knollwood Monitor, 1.5 hrs./day, Step 1, 175 days (pro-rated) plus 8 holidays (pro-rated), \$ 11.97/hr., effective February 12, 2018.

Motion Carried: 5-0

Mrs. Miller moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education award a Supplemental Contract to the following personnel effective for the 2017-18 school year/season contingent upon successful completion of all payroll requirements and current certifications.

- Motion Carried: 5-0**

Mrs. Miller moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the following personnel contingent upon completion of all payroll requirements and current certifications.

- Motion Carried: 5-0**

Mrs. Czech moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the following DECAF proposals.

- | | | | | |
|----|--------------------|--------------------|----|------------|
| a. | Tandi Fritz | BHS Healthy Living | 4% | \$ 1409.56 |
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b.	Tandi Fritz	BMS Robotics	3.5%	\$ 1244.08
c.	Chris Glynn	FLOAT	1.5%	\$ 528.59
d.	Margaret Hartman	NHS Spanish	2%	\$ 704.78
e.	Kellie Palmer	Bonus Period	3%	\$ 1057.18
f.	Kim Basinski	Bonus Period	3%	\$ 1057.18
g.	Elizabeth Ambrosio	Afterschool Read/Tutor	3%	\$ 1057.18
h.	Mary Cogdell	BIS Coding Club	2%	\$ 704.78
i.	Bridgette Boehm	Young Authors	2%	\$ 704.78
j.	Victoria Sullinger	Young Authors	2%	\$ 704.78
k.	Kellie Palmer	BMS Solving Squad	3.5%	\$ 1244.08

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

SALARY SCHEDULE PLACEMENT/ADJUSTMENT

18-030

Mrs. DeLuca moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the salary increase for advanced training for the following certified personnel as per the Master Agreement.

a.	Jamie Mediate	M+12	Step 7	\$ 53,662.00
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- Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
- No: None.
- Motion Carried: 5-0

18-031

Mrs. Czech moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the salary increase for advanced training for the following classified personnel as per the Master Agreement.

a.	Tracey Glass	Server	Step 8	\$ 14.55 base + 4% (\$.58) = \$ 15.13.
b.	Tracey Glass	Monitor	Step 8	\$ 14.25 base + 4% (\$.57) = \$ 14.82.
c.	Brad Rauscher	Maintenance	Step 9	\$ 19.68 base + 6% (\$ 1.18) = \$ 20.86.
d.	Jerry Roelke	Maintenance	Step 21	\$ 21.55 base + 4 % (\$.86) = \$ 22.41.

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

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C. OTHER

- 18-032** Mrs. DeLuca moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approves the **BROOKSIDE HIGH, MIDDLE AND INTERMEDIATE SCHOOLS SMART ROBOTICS STATE TOURNAMENT FIELD TRIPS** as per the attached.

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

No: None.

Motion Carried: 5-0

- 18-033** Mrs. DeLuca moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the attached **BOARD POLICY MANUAL CHANGES AND/OR ADDITIONS.**

a. Identification and Service of Children Who Are Gifted – IGBB-R.

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

No: None.

Motion Carried: 5-0

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached **BOARD POLICY MANUAL CHANGES AND/OR ADDITIONS (Second Reading)** with no action to follow.

a. Section 504/ADA/TITLE VI Grievance Procedure – AC-R

- 18-034** Mrs. Miller moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approves the **THERADIGM INC. SERVICES AGREEMENT** commencing June 15, 2018 and concluding June 15, 2020, which provides occupational therapy to special education students.

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

No: None.

Motion Carried: 5-0

- 18-035** Mrs. Miller moved seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approve the attached **COLLEGE CREDIT PLUS AND MYUNIVERSITY GUARANTEE AGREEMENT** between Lorain County Community College and the Sheffield-Sheffield Lake City School District which provides a cost-share model of course delivery for students on the high school campus.

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

No: None.

Motion Carried: 5-0

18-036

Mrs. Jensen moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education acknowledge the **DAY STAR STAFFING DONATION IN THE AMOUNT OF \$ 8000.00** for the purchase of technology for the classroom.

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

No: None.

Motion Carried: 5-0

18-037

Mrs. DeLuca moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached **SHEFFIELD VILLAGE TIF (TAX INCREMENT FINANCING) ORDINANCE** exempting the following parcels from real property taxation.

<u>LOT #</u>	<u>PERMANENT PARCEL #</u>
29	03-00-068-000-021
28	03-00-069-000-029
27	03-00-069-000-028

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

No: None.

Motion Carried: 5-0

18-038

Mrs. Miller moved seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approve the **REINSTATEMENT OF SUPPLEMENTAL CONTRACTS** that were reduced in 2015 as listed below as per the Negotiated Agreement.

- a. Freshmen Girls Volleyball
- b. Freshmen Girls Basketball
- c. Freshmen Boys Basketball
- d. Drama

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

No: None.

Motion Carried: 5-0

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- 18-039 Mrs. Jensen moved seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approve the attached **CHANGES/ADDITIONS FOR THE 2018-19 BHS CURRICULUM GUIDE.**

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

No: None.

Motion Carried: 5-0

10. **STANDING COMMITTEE REPORT**

1. Joint Vocational School –James Schillens
No report.
2. Athletic Counsel – Lisa Miller
3. Legislative Liaison – Amy DeLuca
4. Endowment Fund – Pat Czech
Endowment Dinner, March 24th. Tickets \$ 25 each.
5. S.A.L.T. – Sandra Jensen
6. Finance Committee – Sheila Lopez

11. **EXECUTIVE SESSION**

- 18-040 Mrs. Miller moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education adjourn to Executive Session for the reason(s) indicated below with no action to follow:

TIME: 6:35 PM

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

- 1) _____ Appointment;
- 2) X 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

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- C. an unfair competitive or bargaining advantage to a person whose personal, private interest is averse to the public interest.
- D. _____ Conferences with an attorney for the public body concerning disputes involving the public body that are subject of pending or imminent court action.
- E. _____ Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.
- F. _____ Matters required to be kept confidential by federal law or regulations or state statutes.
- G. _____ 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.

Mrs. DeLuca moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education reconvene from executive session by consent at **8:25 PM.**

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

No: None.

Motion Carried: 5-0

12. ADJOURNMENT

18-041 Mrs. DeLuca moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education adjourns.

Time: **8:26 PM**

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

No: None.

Motion Carried: 5-0



Michael A. Pissini, Treasurer



Mrs. Sheila Lopez, President

The next regular meeting will be: March 12, 2018 at BOE Conference Room at 5:30 p.m.

