

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Regular Meeting
February 8, 2024

I. OPENING ITEMS

- A.** Call to Order
- B.** 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

- C.** Pledge of Allegiance

II. AGENDA

- A.** Motion to approve the agenda.

24-024 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

III. INFORMATIONAL ITEMS/BOARD RECOGNITIONS

IV. TREASURER'S BUSINESS

- A. Reports-** Reviewed December Financials
- B. Approval of Minutes**

24-025 Mrs. DeLuca moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

Organizational Meeting - January 11, 2024

Regular Meeting – January 11, 2024

Special Meeting – January 25, 2024

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

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C. Approval of Purchase Orders

- 24-026** Mrs. Miller moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the Then & Now purchase orders above \$ 3000.00.

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

No: None

Motion Carried: 5-0

24-027 D. Approval of Financial Statements

Mrs. DeLuca 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

E. Increase Certified Substitute Rate

- 24-028** Mrs. DeLuca moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve increasing the teacher substitute rate of pay from \$ 120 to \$ 140 per diem for any positions filled via the Educational Service Center of Lorain County effective February 16, 2024.

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

No: None

Motion Carried: 5-0

F. Increase Classified Substitute Rate

- 24-029** Mrs. Miller moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve increasing the classified substitute rate of pay from \$ 13 to \$ 14 per hour effective February 16, 2024.

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

No: None

Motion Carried: 5-0

G. Settlement Agreement and Release

- 24-030** Mrs. Miller moved, seconded by Mrs. DeLuca, that the Sheffield-Sheffield Lake Board of Education approve the attached Settlement and Agreement Release.

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

No: Mrs. Jensen

Motion Carried: 4-1

V. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES

A. Resignations/Leave Requests/Retirements

24-031 Mrs. DeLuca moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approves Items A-D.

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

1. **Kevin Shupe**, Transportation Supervisor, resigning effective February 29, 2024.

B. Certified/Long Term Substitute.

C. Classified Salary Adjustment

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the salary increase for advance training for the following classified personnel as per the Negotiated Agreement retroactive to January 1, 2024.

- | | | |
|----|----------------------|------------------|
| a. | Brittani Hout | Base Salary + 2% |
| b. | Stacey Mahnke | Base Salary + 2% |
| c. | Jeremy Smith | Base Salary + 2% |

D. 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.

1. **Mark Racz**, BHS Assistant Softball Coach, Class III, Step 0, effective February 2, 2024.

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

No: None

Motion Carried: 5-0

24-032 Mrs. Miller moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approves Items E-F.

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E. DECAF Proposals

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

NAME	TITLE	Percentage %
Kelson Barber	BHS Classical Studio	2
Lindsey Chalk	BHS Cards Council	1.5
Lisa Montgomery	BHS Cards Council	1.5
Kevin Landis	BHS E-Sports	5
Amy Baughman	BIS Reading Club	4.5
Kim Metzger	BIS Reading Club	4.5
Julie Kinnear	BHS Model UN	2.5

F. Adjusted DECAF Proposals

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

NAME	TITLE	Percentage %
Lisa Sheehan	BHS H.O.S.A.	<i>from 3 to 4</i>
Alison Macke	BHS Grub Club	<i>from 1 to 3</i>

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

No: None

Motion Carried: 5-0

VI. Business Operations

24-033 Mrs. DeLuca moved, seconded by Mrs. Miller, that the Sheffield-Sheffield Lake Board of Education approve MEMBERSHIP RESOLUTION-OHIO HIGH SCHOOL ATHLETIC ASSOCIATION for the 2024-25 school year.

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

No: None

Motion Carried: 5-0

24-034 Mrs. Miller moved, seconded by Mrs. Jensen, that the Sheffield-Sheffield Lake Board of Education approves the BHS/BMS SKI CLUB FIELD TRIP to Peek'n Peak Resort on February 24, 2024, as per the attached.

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

No: None

Motion Carried: 5-0

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- 24-035** Mrs. Czech moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approve the attached **INTERAGENCY SERVICE AGREEMENT, LORAIN COUNTY** between the following: Lorain County Head Start/Early Head Start, Lorain County Board of Developmental Disabilities and Local Agencies including the Sheffield-Sheffield Lake School District effective July 1, 2023 to June 30, 2024 as per the attached.

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

VII. Comments from the Public

Rachel Keely – parent discussed students being recognized at graduation.

"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."

VIII. Standing Committee Report

- A. Joint Vocational School – Sandy Jensen**
JVS retreat was last Thursday: Mrs. Jensen was unable to attend.
- B. Athletic Counsel – Sheila Lopez**
Cheerleaders are doing a babysitting night.
Girl's basketball is doing better in the second half of the season.
Boys doing well.
Junior student, Mason Clapp, had a record bowling with two hundred points.
- C. Legislative Liaison – Amy DeLuca**
HB101- clarification for new Admin of children and youth.
DEW- proposed rules open for public comment on a variety of topics.
HB387-dissolve academic distress commission.
SB219-recently introduced a student attendance pilot program.
- D. Endowment Fund – Lisa Miller**
The last meeting had questions about scholarships- release scholarship information in April.
The Endowment dinner theme is "rodeo."
- E. S.A.L.T. – Student Achievement Leadership Team- Pat Czech**
BHS – PBIS family fun festival. \$10 per family charge goes back to PBIS funds.
BMS – MAPS testing in February.
BIS – Competing in robotics tournaments.
Knollwood – family game night coming up.

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FELC – Kindergarten information is posted on the web site.

F. Finance – Sheila Lopez

The last-minute Athletics meeting was looking at individual sports vs. large. Chris will come to the next meeting.

G. Centennial Committee

Senior coffee – sharing yearbooks.

Exploring JVS students doing a time capsule to put in the display cabinet.

IX. EXECUTIVE SESSION

24-036

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

TIME: 6:20 PM

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 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.

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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 be expected to jeopardize the security of the public body or public office.

Reconvened from executive session by consent at **8:00 PM**

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

X. Adjournment

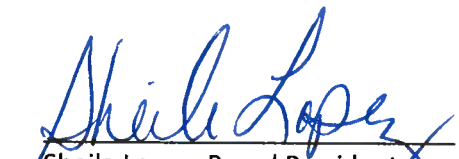
24-037 Mrs. DeLuca moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education adjourns.

Time: 8:00 PM

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



Rachel L. Tansey, Treasurer



Sheila Lopez, Board President

The next meeting will be on **March 14, 2024**, at 5:30 PM Brookside Middle School.

