

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Administration Center

Regular Meeting  
January 14, 2019

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**

School Board Member Recognition – Mike Cook

District Maintenance Summary – Steve Parker

5. **REVIEW OF OPEN QUESTIONS**

6. **COMMENTS FROM THE PUBLIC**

None.

7. **APPROVAL OF THE AGENDA**

**19-009** Mrs. DeLuca moved seconded by Mrs. Miller 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**

**19-010** Mrs. Miller moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

**Regular Meeting – December 10, 2018**

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

No: None.

Abstain: Mrs. Lopez

Motion Carried: 4-0

**C. PAYMENTS OF BILLS AND FINANCIAL STATEMENTS**

**19-011**

Mrs. DeLuca moved seconded by Mrs. Miller 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

**D. RESOLUTION DETERMINING TO PROCEED WITH THE SUBMISSION TO ELECTORS OF THE SCHOOL DISTRICT A SUBSTITUTE LEVY**

**19-012**

Mrs. DeLuca moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the following resolution:

The Board of Education of Sheffield-Sheffield Lake City School District, Ohio, met on January 14, 2019, at the meeting held immediately after the organizational session, which session commenced immediately after the budget hearing starting at 5:30 p.m., in the Board of Education Conference Room, 1824 Harris Road, Sheffield, Ohio, with the following members present:

Mrs. Czech

Mrs. DeLuca

Mrs. Jensen

Mrs. Lopez

Mrs. Miller

The notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Mrs. DeLuca moved the adoption of the following resolution:

**RESOLUTION NO. 19-012**

**A RESOLUTION DETERMINING TO PROCEED WITH THE SUBMISSION TO THE ELECTORS OF THE SCHOOL DISTRICT OF THE QUESTION OF A SUBSTITUTE TAX LEVY PURSUANT TO SECTION 5705.199 OF THE REVISED CODE.**

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**WHEREAS**, at an election on May 6, 2014, the electors of the School District approved the renewal of all of an existing tax levy in excess of the ten-mill

limitation in order to raise the amount of \$2,300,000 each calendar year for a period of 5 years for the purpose of providing for the emergency requirements of the School District, pursuant to Sections 5705.194 through 5705.197 of the Revised Code, the last collection of which will occur in calendar year 2020 (the Existing \$2,300,000 Levy); and

**WHEREAS**, at an election on May 6, 2014, the electors of the School District approved the renewal of all of an existing tax levy in excess of the ten-mill limitation in order to raise the amount of \$1,894,000 each calendar year for a period of 5 years for the purpose of providing for the emergency requirements of the School District, pursuant to Sections 5705.194 through 5705.197 of the Revised Code, the last collection of which will occur in calendar year 2020 (the Existing \$1,894,000 Levy); and

**WHEREAS**, at an election on May 5, 2015, the electors of the School District approved the levy of an additional tax levy in excess of the ten-mill limitation in order to raise the amount of \$1,985,000 each calendar year for a period of 5 years for the purpose of providing for the emergency requirements of the School District, pursuant to Sections 5705.194 through 5705.197 of the Revised Code, the last collection of which will occur in calendar year 2020 (the Existing \$1,985,000 Levy and, together with the Existing \$2,300,000 Levy and the Existing \$1,894,000 Levy, collectively, the Existing Levies); and

**WHEREAS**, on December 10, 2018, this Board adopted Resolution No. 18-270 determining to submit to the electors of the School District, pursuant to Section 5705.199 of the Revised Code, the question of a levy in excess of the ten-mill limitation in the initial annual amount of \$6,179,000 for the purpose of providing for the necessary requirements of the School District in substitution for all of the three Existing Levies, a copy of which resolution was certified to the Lorain County Auditor; and

**WHEREAS**, on December 18, 2018, the Lorain County Auditor certified that the total current tax valuation of the School District is \$310,858,760 and the annual tax levy required to produce the annual amount of \$6,179,000 in the initial year of collection of the substitute levy, calculated in the manner provided by Section 5705.195 of the Revised Code, is 19.88 mills for each one dollar of valuation, which amounts to \$1.988 for each one hundred dollars of valuation;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Sheffield-Sheffield Lake City School District, County of Lorain, Ohio, that:

**Section 1. Determination to Proceed.** This Board determines to proceed with the submission to the electors of the School District, pursuant to Section 5705.199 of the Revised Code, at an election to be held on May 7, 2019, the question of a



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substitute tax levy in excess of the ten-mill limitation (commencing with a levy on the tax list and duplicate for tax year 2019 to be first distributed to the School

District in calendar year 2020) in order to produce the amount of \$6,179,000 in its initial year and an amount equal to the sum of the following in each subsequent year: (a) the dollar amount derived from the levy in the prior year and (b) the dollar amount equal to the product of the total taxable value of all taxable real property in the School District in the then-current year, excluding carryover property as defined in Section 319.301 of the Revised Code, multiplied by the annual levy, expressed in mills for each one dollar of valuation, that was required to produce the annual dollar amount of the levy in the prior year; provided, that in no event shall the amount under this clause (b) be less than zero, for the purpose of providing for the necessary requirements of the School District, at the annual Tax rates necessary to produce those amounts, which rate is estimated by the Lorain County Auditor to be 19.88 mills for each one dollar of valuation, which amounts to \$1.988 for each one hundred dollars of valuation, for the initial year, for a continuing period of time.

**Section 2.**     Certification and Delivery of Materials to Board of Elections. The Treasurer is hereby directed to deliver or cause to be delivered (i) a certified copy of Resolution No. 18-270, referred to in the fourth preamble to this Resolution, (ii) the certificate of the Lorain County Auditor referred to in the fifth preamble to this Resolution, and (iii) a certified copy of this Resolution, to the Lorain County Board of Elections before the close of business on Wednesday, February 6, 2019. This Board requests that the Board of Elections prepare the ballots and make other necessary arrangements for the submission of this question to the electors of the School District, all in accordance with law.

**Section 3.**     Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were held, in meetings open to the public, in compliance with the law.

**Section 4.**     Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof.

**Section 5.**     Effective Date. This Resolution shall be in full force and effect immediately upon its adoption.

**Mrs. Jensen** seconded the motion.

Upon roll call on the adoption of the resolution, the vote was as follows:

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Mrs. Czech – YES

Mrs. DeLuca – YES

Mrs. Jensen – YES

Mrs. Lopez - YES

Mrs. Miller - YES

**TREASURER'S CERTIFICATION**

The foregoing is a true and correct extract from the minutes of the meeting of the Board of Education of the Sheffield-Sheffield Lake City School District, Ohio, held immediately after the organizational session on January 14, 2019, which session commenced immediately after the budget hearing starting at 5:30 p.m. Written notice of the time and place of the meeting was served personally upon, or actually received by, each Board member at least two days in advance of such meeting; and notice of the time, place and purpose(s) of that meeting, was, at least twenty-four (24) hours in advance of the time of such meeting, given to and received by all news media that had heretofore requested notification of such meetings pursuant to Section 121.22 of the Revised Code and the procedures established by the Board for that purpose.

Dated: January 14, 2019

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Treasurer, Board of Education  
Sheffield-Sheffield Lake City School District  
Ohio

**RECEIPT OF DIRECTOR OF ELECTIONS**

I acknowledge receipt on this date of the following documents certified to the Board of Elections of the County of Lorain, Ohio, by the Board of Education of Sheffield-Sheffield Lake City School District, Ohio:

1. Certified copies of resolutions adopted by the Board of Education on December 10, 2018, and January 14, 2019, determining to submit and determining to proceed to submit, respectively, to the electors of that School District at an election to be held on May 7, 2019, the question of a tax outside of the ten-mill limitation pursuant to Section 5705.199 of the Revised Code in substitution for three existing emergency tax levies of the School District imposed under Sections 5705.194 to 5705.197 of the Revised Code, which substitute tax is to produce the amount of \$6,179,000 in its initial year, for the purpose of providing for the necessary requirements of the School District, and run for a continuing period of time.
2. A certificate of the Lorain County Auditor dated December 18, 2018, certifying the total current tax valuation of the School District and estimating the annual tax levy required



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to produce the annual amount set forth in those two resolutions in the initial year of the substitute tax levy.

3. Suggested forms of notice of election pertaining to the submission of, and ballot for submitting, the question of levying that substitute tax levy.

Dated: January \_\_, 2019

\_\_\_\_\_  
Director of Elections  
County of Lorain, Ohio

**NOTICE OF ELECTION ON TAX LEVY IN  
EXCESS OF THE TEN-MILL LIMITATION**

Notice is hereby given that pursuant to resolutions adopted by of the Board of Education of Sheffield-Sheffield Lake City School District, Ohio, on December 10, 2018, and January 14, 2019, there will be submitted to a vote of the electors of said School District at an election to be held in said School District at the regular places of voting therein, on Tuesday, May 7, 2019, the question of a tax outside of the ten-mill limitation pursuant to Section 5705.199 of the Revised Code for the purpose of providing for the necessary requirements of the School District in substitution for three existing emergency tax levies of the School District imposed under Sections 5705.194 to 5705.197 of the Revised Code, which substitute tax is to produce the amount of \$6,179,000 in its initial year, to increase in amount in subsequent years only if and as new land or real property improvements not previously taxed by the School District are added to its tax list, and to run for a continuing period of time, beginning with a levy on the 2019 tax list and duplicate, for first collection in 2020. Upon approval of the substitute levy, the three existing emergency tax levies would not be levied after the year preceding the year in which the substitute levy is first imposed. Said tax constitutes a substitute levy.

The estimated tax outside of the ten-mill limitation necessary to raise the annual amount of \$6,179,000 in the initial year of the levy as certified by the County Auditor is 19.88 mills for each one dollar of valuation, which amounts to \$1.988 for each one hundred dollars of valuation.

The polls for said election will be open at 6:30 a.m., and will remain open until 7:30 p.m., of said day.

By order of the Board of Elections of the County of Lorain, Ohio

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[SAMPLE; NOT FOR SIGNATURE] \_\_\_\_\_

Director of Elections  
County of Lorain, Ohio

Dated: [SAMPLE] \_\_\_\_\_, 2019

**INSTRUCTIONS TO PRINTER:**

Publish in one newspaper of general circulation in Lorain County and the Sheffield-Sheffield Lake City School District once a week for two consecutive weeks on the same day of each week, the first insertion being **on or before April 23, 2019**, or as provided in Section 7.16 of the Revised Code. Such newspaper must be of general circulation within the meaning of Section 7.12 of the Revised Code.

**NOTICE TO BOARD OF ELECTIONS:**

If the Board of Elections operates and maintains a web site, then the Board of Elections must also **post this notice on its web site for 30 days prior to the election. SHEFFIELD-SHEFFIELD LAKE CITY SCHOOL DISTRICT**

**PROPOSED TAX LEVY (SUBSTITUTE)**

**(A majority affirmative vote is necessary for passage.)**

Shall a levy substituting for three existing levies be imposed by the Sheffield-Sheffield Lake City School District for the purpose of **providing for the necessary requirements of the School District** in the initial sum of \$6,179,000, and a levy of taxes be made outside of the ten-mill limitation estimated by the county auditor to require 19.88 mills for each one dollar of valuation, which amounts to \$1.988 for each one hundred dollars of valuation for the initial year of the tax, for a continuing period of time, commencing in 2019, first due in calendar year 2020, with the sum of such tax to increase only if and as new land or real property improvements not previously taxed by the School District are added to its tax list? If approved, any remaining tax years on any of the three existing levies will not be collected after tax year 2018 (collection year 2019).

	FOR THE TAX LEVY
	AGAINST THE TAX LEVY

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**NOTE REGARDING FORM OF BALLOT:**

Section 5705.199(C) of the Revised Code specifies the ballot language to be used. This form has been prepared based upon those requirements.

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

No: None.

Motion Carried: 5-0

**E. PURCHASE OF NEW BAND UNIFORMS**

- 19-013** Mrs. Lopez moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approves the purchase of new band uniforms from Stanbury Uniforms, Inc. in the amount of \$ 33, 003.00 as per the attached.

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

No: None.

Motion Carried: 5-0

**9. SUPERINTENDENT'S BUSINESS**

**A. REPORTS**

**B. PERSONNEL**

**RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS**

- 19-014** Mrs. Miller moved seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board honor the following employee(s) request:
- a. **Christina Hastings**, resigning as Food Service Head Cook, BHS/BMS, effective February 1, 2019 to accept another position in the district.
  - b. **Barbara Krogg**, requesting a Medical Leave of Absence effective upon the exhaustion of all sick and personal with a return date to be determined.
  - c. **Linda Raucher**, requesting a Medical Leave of Absence for approximately 7 weeks, effective upon the exhaustion of all sick and personal time (March 4), with an expected return date of May 6, 2019.

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

No: None.

Motion Carried: 5-0



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**CLASSIFIED**

**19-015** Mrs. Miller moved seconded by Mrs. DeLuca 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. **Christina Hastings**, Food Service Cook, BHS/BMS, 6 hrs./day (minimum), Step 6, 182 days + contracted holidays (pro-rated), \$ 15.82/hr. (includes 10% advanced training), effective February 4, 2019.
- b. **Rosa Piwowar**, Food Service Head Cook, BHS/BMS, 8 hrs./day, Step 9, 182 days + contracted holidays (pro-rated), \$ 17.32/hr., effective January 15, 2019.

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

No: None.

Motion Carried: 5-0

**CLASSIFIED SUBSTITUTE**

**19-016** Mrs. Miller moved seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approve the following personnel contingent upon completion of all payroll requirements and current certifications.

- a. **Janine Sandrovich**, Classified Substitute, \$ 10.00/hr., effective January 15, 2019.

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

No: None.

Motion Carried: 5-0

**SALARY SCHEDULE PLACEMENT/ADJUSTMENT**

**19-017** Mrs. Miller moved seconded by Mrs. DeLuca 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 retroactive to January 1, 2019.

- a. **Daniel Rosso**                      M              Step 4                      \$ 47, 205.00

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

No: None.

Motion Carried: 5-0

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**C. OTHER**

- 19-018** Mrs. Czech moved seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approves the **BROOKSIDE MIDDLE SCHOOL ACADEMIC CLUB FIELD TRIP**, University of Notre Dame, Chicago, Illinois, May 1-3, 2019, as per the attached.

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

No: None.

Motion Carried: 5-0

- 19-019** Mrs. DeLuca moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approves the **BHS ROBOTICS CLUB FIELD TRIPS** to Kalahari Resorts on January 16-19, 2019 and to the Smithsonian Museum on January 24-27 in Virginia as per the attached.

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

No: None.

Motion Carried: 5-0

- 19-020** Mrs. Czech moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approves the **BHS MARCHING BAND ANNUAL BAND CAMP FIELD TRIP** to Walsh University on July 29-August 2, 2019 as per the attached.

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

No: None.

Motion Carried: 5-0

- 19-021** Mrs. DeLuca moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approves the attached **DISTRICT CALENDARS FOR THE 2019-2020 and 2020-2021 SCHOOL YEARS.**

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

No: None.

Motion Carried: 5-0

- 19-022** Mrs. Czech moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the attached **CHANGES/ADDITIONS FOR THE 2019-20 BHS CURRICULUM GUIDE.**

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

No: None.

Motion Carried: 5-0

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10. STANDING COMMITTEE REPORT

1. Joint Vocational School
2. Athletic Counsel – Lisa Miller
3. Legislative Liaison – Amy DeLuca
4. Endowment Fund – Pat Czech
5. S.A.L.T. – Sandra Jensen
6. Finance Committee – Sheila Lopez

11. EXECUTIVE SESSION

19-023 Mrs. DeLuca 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: 6:31 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) ☐ 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.



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- 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.

Mrs. DeLuca moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education reconvene from executive session by consent at **7:00 PM.**

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

No: None.

Motion Carried: 5-0

12. ADJOURNMENT

19-024

Mrs. DeLuca moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education adjourns.

Time: **7:00 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: February 11, 2019 at BHS/BMS Media Center  
at 5:30 p.m.