

Sheffield-Sheffield Lake City Schools Regular Board of Education Meeting

**1824 Harris Road
Sheffield, OH 44054**

March 14, 2024

5:30 P.M. Regular Meeting

Brookside Middle School

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



INSPIRE ~ EXCITE ~ EDUCATE



NOTICE TO THE PUBLIC

We wish to welcome you to the Sheffield-Sheffield 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 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 two-way communication forum with the district during the school year.

Thank you for attending.

Your interest is appreciated.



Regular Meeting

I. OPENING ITEMS

- A. Call to Order
- B. Roll Call

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

- C. Pledge of Allegiance

II. AGENDA

- A. Motion to approve the agenda.

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

III. INFORMATIONAL ITEMS

IV. TREASURER'S BUSINESS

- A. Reports
- B. Approval of Minutes

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

Regular Meeting – February 8, 2024

Special Meeting – February 20, 2024

Special Meeting – February 27, 2024

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

- C. **Approval of Financial Statements**

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

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

V. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES

- A. **Resignations/Leave Requests/Retirements**

It is recommended that the Sheffield-Sheffield Lake Board of Education honor the



following employee(s) request:

1. **Karla Hobart**, Van Driver, resigning effective March 4, 2024.
2. **Jennifer Larrick**, Teacher/Title I Tutor, resigning effective March 7, 2024.
3. **Alexis Polly**, requesting Family Medical Leave, effective February 27, 2024, returning September 1, 2024.
4. **Mandy Vaseaney**, School Psychologist, requesting Maternity Leave, effective April 21, 2024, and returning October 1, 2024.

Pat Czech ____ **Amy DeLuca** ____ **Sandra Jensen** ____ **Sheila Lopez** ____ **Lisa Miller** ____

B. Transportation Supervisor

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following personnel at the appropriate salary schedule rate as per the Administrative Contract and upon successful completion of all payroll requirements.

1. **Justin Lopez**, Transportation Supervisor, Step 0, 260 days/year (pro-rated), plus contracted holidays, effective March 18, 2024.

Pat Czech ____ **Amy DeLuca** ____ **Sandra Jensen** ____ **Sheila Lopez** ____ **Lisa Miller** ____

C. Classified Substitute

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.

1. **Kevin Shupe**, Substitute Bus Driver, as needed, effective March 15, 2024.

Pat Czech ____ **Amy DeLuca** ____ **Sandra Jensen** ____ **Sheila Lopez** ____ **Lisa Miller** ____

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. **Patrick DiBattiste**, BMS Wrestling Coach (1/2), Class III, Step 0, effective retroactive to November 17, 2023.
2. **Collin Houpt**, BMS Wrestling Coach (1/2), Class III, Step 0, effective retroactive to November 17, 2023.



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

VI. BUSINESS OPERATIONS

- A. It is recommended that the Sheffield-Sheffield Lake Board of Education approves the attached **DISTRICT CALENDARS FOR THE 2024-2025 and 2025-2026 SCHOOL YEARS.**

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

- B. It is recommended that the Sheffield-Sheffield Lake Board of Education approves the **BHS/BMS ACADEMIC CLUB FIELD TRIP** to Nashville, TN and Kentucky, May 28-30, 2024, as per the attached.

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

- C. It is recommended that Sheffield-Sheffield Lake Board of Education approve the attached **LORAIN COUNTY PUBLIC HEALTH SERVICES CONTRACT** which provides nursing staff to the district for the 2024-2025 school year.

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

- D. It is recommended that the Sheffield-Sheffield Lake Board of Education approves the attached **SUPPLEMENTAL JOB DESCRIPTIONS.**

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

- E. It is recommended that the Sheffield-Sheffield Lake Board of Education adopts the attached **UPDATED ADMINISTRATIVE STAFF REDUCTION IN FORCE POLICY.** This will replace the current policy.

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

- F. It is recommended that the Sheffield-Sheffield Lake Board of Education approves the following **RESOLUTIONS TO AUTHORIZE THE FILING OF ORIGINAL TAX VALUATION COMPLAINTS.**

- a. Permanent Parcel Number: 5209 Detroit Rd. Sheffield Village, OH 44054 (03-00-012-000-185).
- b. Permanent Parcel Number: 5291 Detroit Rd. Sheffield Village, OH 44054 (03-00-012-000-031).
- c. Permanent Parcel Number: 5382 Abbe Rd., Sheffield Village, OH 44035 (03-00-011-102-124).
- d. Permanent Parcel Number: 5041 Abbe Rd., Sheffield Village, OH 44035 (03-00-001-000-189).



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

G. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached
TRANSFINDER CONTRACT, SOFTWARE LICENSE & HOSTING AGREEMENT .

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

VII. 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. 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
- B. Athletic Counsel
- C. Legislative Liaison
- D. Endowment Fund
- E. S.A.L.T. – Student Achievement Leadership Team
- F. Finance
- G. Centennial Committee

IX. 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: _____

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. X 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 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 _____

X. ADJOURNMENT

Time: _____

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

The next meeting will be on April 11, 2024, at 5:30 PM Brookside High School.