

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Regular Meeting
May 12, 2022

1. **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. Jensen, Mrs. Lopez, Mrs. Miller

Absent: Amy DeLuca

2. **CALL TO ORDER-** The meeting was called to order at: 5:30 PM

3. **OPENING CEREMONIES**

A. Pledge of Allegiance.

4. **INFORMATIONAL ITEMS**

Mr. Cook reported on efforts to improve customer service using Communicate with Heart.

5. **REVIEW OF OPEN QUESTIONS**

6. **APPROVAL OF THE AGENDA**

22-058 Mrs. Miller moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approves the agenda.

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

No: None.

Motion Carried: 4-0

7. **TREASURER'S BUSINESS**

A. **REPORTS** - Mr. Barnhart asked if any board members wished to schedule an exit conference. He will inform the auditors that the district will waive the meeting as in years past.

B. **BOARD MINUTES**

22-059 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s) with addendum .

Regular Meeting w/Addendum – April 14, 2022

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Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

C. FINANCIAL STATEMENTS

22-060 Mrs. Miller moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the enclosed financial statements.

Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

D. FIVE YEAR FORECAST

22-061 Mrs. Miller moved, seconded by Mrs. Czech that the Sheffield -Sheffield Lake Board of Education approve the attached Five-Year Forecast.

Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

E. DONATIONS

22-062 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education acknowledge and accept the following donations:

- a. An anonymous donation of \$ 5000 in the name of Liam Daniel, middle school graduate to go toward the elementary and intermediate libraries.
- b. A donation in the amount of \$ 2,400 from Erie Am Vets to go toward the Robotics Program.

Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

8. SUPERINTENDENT'S BUSINESS

A. REPORTS

B. PERSONNEL

22-063 Mrs. Miller moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve Items B1-3.

RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS

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

- a. **Nicole Crnko**, resigning as 8th grade volleyball coach effective May 2, 2022.
- b. **Jenn Larrick**, resigning as BHS Head Girls' volleyball coach, effective immediately.
- c. **Steve Parker**, District Operations Supervisor, resigning effective July 31, 2022, for the purpose of retirement.
- d. **Karliayn Schroeder**, resigning as BHS volleyball coach, effective May 2, 2022.
- e. **Alanna Williams**, resigning as BHS Assistant volleyball coach, effective May 3, 2022.

CERTIFIED CONTRACT RENEWAL

It is recommended that the Sheffield-Sheffield Lake Board of Education award the following certified personnel a **2 YEAR LIMITED CONTRACT** at the appropriate salary schedule rate as per the Master Agreement effective at the commencement of the 2022-23 school year.

- a. **Beth Meister – Part Time (.5)**
- b. **Whitney Poole – Part Time (.5)**

PAYROLL AND BENEFITS ADMINISTRATIVE ASSISTANT

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. **Adreane Russell**, Payroll & Benefits Administrative Assistant, 8 hrs./day, 247days per year plus 13 holidays, \$ 24.31/hr. (per diem rate of \$ 194.47), effective for the period of 5/9/22-6/30/22. Effective July 1, 2022, she will be at Step 9 on the Administrative Assistants Salary Grid.

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

No: None.

Motion Carried: 4-0

C. OTHER

22-064

Mrs. Miller moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the attached **GRIFFITH PAVING CONTRACTS** to be completed during summer 2022.

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Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

22-065 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached contracts for **WEST ROOFING SYSTEMS, INC.** for the repair of bus garage and mobile trailer roofs.

Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

22-066 Mrs. Miller moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the list of potential graduates of the **BROOKSIDE HIGH SCHOOL GRADUATING CLASS OF 2022**, contingent upon successful completion of all graduation requirements.

Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

22-067 Mrs. Lopez moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the **TENTATIVE AGREEMENT BETWEEN THE SHEFFIELD-SHEFFIELD LAKE CITY SCHOOLS BOARD OF EDUCATION AND THE SHEFFIELD-SHEFFIELD LAKE CLASSIFIED EMPLOYEES ASSOCIATION.**

Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

22-068 Mrs. Lopez moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached **REQUEST FOR TRANSPORTATION SUMMER HELP 2022.**

Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

22-069 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve **THE ESTABLISHMENT OF KELLY'S KREATIONS AS A VENDOR** and can be used with the full knowledge that district employee Tom Fries' wife owns it. The Board asserts that the 4 exceptions of ORC 2921.42© are applicable where: 1) the supplies are necessary, 2) the supplies are unobtainable elsewhere at the same or lower cost, 3) the district is getting the same or better deal as other customers, and 4) Mr. Fries plays no part in the deliberations or decisions to use this vendor at any time.

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Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

- 22-070** Mrs. Miller moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the attached **BROOKSIDE HIGH SCHOOL HANDBOOK WITH ADJUSTMENTS/CHANGES** for the 2022-23 school year.

Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

- 22-071** Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the adjustment of **BROOKSIDE MIDDLE SCHOOL ART POSITION** from a .6 **TO** a full-time position.

Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None.
Motion Carried: 4-0

9. **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 most of the Board, present and voting."

10. **STANDING COMMITTEE REPORT**

1. Joint Vocational School – Sandy Jensen
Graduation is coming soon.
2. Athletic Counsel – Sheila Lopez
The track LC8 championship is tonight. Athletic Hall of Fame is on May 20th.
3. Legislative Liaison – Amy DeLuca
No report.
4. Endowment Fund – Lisa Miller
The endowment committee awarded 22 scholarships.
5. S.A.L.T. – Pat Czech
May 13th is a professional development day. Safety town will begin at Knollwood June 7-10. The last day for students is June 3rd. The egg drops took

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place at the Sevits Stadium this week. The BHS Theater performed "Clue" last week. The choir concert is May 17th. BHS Commencement is May 28th.

6. Finance Committee – Sheila Lopez
The finance committee meeting (May 3rd) reviewed the forecast.

11. ADJOURNMENT


22-072 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education adjourns.

Time: 6:30 PM

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

No: None.

Motion Carried: 4-0



Mrs. Sheila Lopez, Vice President



Michael T. Barnhart, Treasurer

The next meeting will be on June 23, 2022, at the Administrative Center at 5:30 PM.