

## RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Administration Center

Regular Meeting  
November 9, 2023

### **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.**

**23-172** Mrs. Lopez 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**

- A. Colleen Mudore – Strategic Plan Presentation**
- B. Emily Adkins – Student Recognition**  
Michael Roth

### **IV. TREASURER'S BUSINESS**

- A. Reports- None**
- B. Approval of Minutes**

**23-173** Mrs. Miller, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

## **Regular Meeting – October 12, 2023**

Yes: Mrs. Czech, Mrs. Jensen, Mrs. Lopez  
No: None  
Abstain: Mrs. DeLuca, Mrs. Miller  
Motion Carried: 3-0

## RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Administration Center

Regular Meeting  
November 9, 2023

### **C. Approval of Purchase Orders**

- 23-174** Mrs. Lopez moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached purchase orders above \$ 3000.00 with issues.

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

No: None

Motion Carried: 5-0

### **23-175 D. Approval of Financial Statements**

Mrs. Czech 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. Five-Year Forecast**

- 23-176** Mrs. Lopez moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the attached Five-Year Forecast.

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

No: None

Motion Carried: 5-0

## **V. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES**

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

- 23-177** Mrs. Lopez moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approves Items A-E.

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

**Alexis Buffington**, requesting Parental Leave, beginning January 2, 2024, through April 9, 2024.

**Edward Catanese**, resigning as BHS Assistant Football Coach, effective October 5, 2023.

**Rachel Feimer**, requesting Parental Leave beginning March 4, 2024, through September 30, 2024.

**Mary Guliano**, requesting Parental Leave beginning March 27, 2024, returning at the start of the 2024-25 school year.

**Mary Olesick**, resigning as BHS Assistant Softball Coach, effective October 27, 2023.

**Jennifer Smith**, resigning as BOE cleaner, to accept another position in the district.

## RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Administration Center

Regular Meeting  
November 9, 2023

### **B. Classified**

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.

**James Bullard**, BIS Custodian (night), Step 1, 8 hrs./day, 260days/yr. plus contracted holidays (pro-rated), effective November 10, 2023.

**Roderick Davis**, BIS Noon Monitor, Step 1, 2.5 hrs./day, 189 days/yr. plus contracted holidays (pro-rated), effective November 10, 2023.

**Crystal Parsons**, BIS Noon Monitor, Step 1, 2.5 hrs./day, 189 days/yr. plus contracted holidays (pro-rated), effective November 10, 2023.

**Tiffany Rice**, BOE Cleaner, Step 1, 2.5 hrs./day, 260 days/yr. plus contracted holidays (pro-rated).

**Jennifer Smith**, FELC Noon Monitor, Step 9, 2.5 hrs./day, 189 days/yr. plus contracted holidays (pro-rated), effective November 10, 2023.

**Chrystal Schigel**, BMS/BHS Server, Step 1, 3 hrs./day, 189 days/yr. plus contracted holidays (pro-rated), effective November 10, 2023.

### **C. 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.

**Martin Joyce**, BHS Assistant Cross-Country Coach, Class IV, Step 0, retroactive to July 31, 2023.

### **D. Certified/Long Term Substitute.**

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

**Rosemary Blayney**, BIS Long-Term Substitute, for the period of February 7, 2024-June 7, 2024.

### **E. Parent/Community Volunteer**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following individual(s) to serve as volunteers at no cost to the district for the 2023-24

## RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Administration Center

Regular Meeting  
November 9, 2023

school year/season.

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

No: None

Motion Carried: 5-0

### VI. Business Operations

- 23-178** Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached CUYAHOGA VALLEY NATIONAL PARKS FIELD TRIP, December 12-15, 2023.

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

No: None

Motion Carried: 5-0

- 23-179** Mrs. Lopez moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the attached PEPPLE & WAGGONER, LTD. AGREEMENT to write and manage board policies for future adoption

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

No: None

Motion Carried: 5-0

### 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** – Sandy Jensen  
Host Homecoming/Family Day
- B. **Athletic Counsel** – Sheila Lopez  
Fall sports ended, eight kids 1<sup>st</sup> team.  
Wrestling and basketball start soon.  
Noted all county awards.  
Academic honors- 45 kids with a 3.5 GPA or higher.  
Baseball/softball fields look phenomenal.
- C. **Legislative Liaison** – Amy DeLuca

## RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
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Regular Meeting  
November 9, 2023

There are three session days left.

HB 147 out of committee – reporting to ODE when someone retires in midst of investigation.

HB 250- change terms for military seal, in committee.

HB 206 – expulsion bill, in committee.

HB 214 – define, in committee.

SB 29 – technology monitoring allows state board to discipline staff, in committee.

SB 162 – in committee

November 13-17, Ohio Public Education Appreciation Week.

**D. Endowment Fund – Lisa Miller**

Dinner on April 13, 2024 at Joyce Hanks Community Center.

The next meeting is Monday the 13<sup>th</sup>.

**E. S.A.L.T. – Student Achievement Leadership Team- Pat Czech**

82 students attend JVS.

**FELC** – Fun October activities including Fall Festival and Donut Days.

**Knollwood**- Donuts with grown ups.

Halloween STEM challenge.

**BIS** – Fall conferences tonight.

3<sup>rd</sup> Grade Veteran's Program.

**BMS** – Veteran's Day Celebration.

**BHS** – Free distribution of clothing to community.

Senior FAFSA night

**F. Finance**

Five Year Forecast.

Review of Athletic fund.

Tech/Curriculum needs will be revisited, possibly seek grants to get what we need.

**G. Centennial Committee**

Cyndi Hayes is doing a good job.

Need more community outreach. How to advertise when people don't read paper?

**IX. EXECUTIVE SESSION**

**23-180**

Mrs. Czech 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: 6:30 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;

RECORD OF PROCEEDINGS

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Regular Meeting  
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- 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.   X   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.

Reconvened from executive session by consent at **9:00 PM**

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

No: None

Motion Carried: 5-0

**X. Adjournment**

**23-181** Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education adjourns.

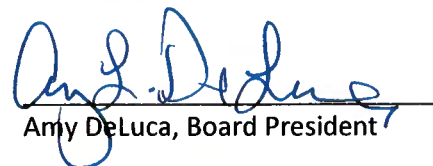
**Time: 9:00 PM**

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

No: None

Motion Carried: 5-0

  
Rachel L. Tansey, Treasurer

  
Amy DeLuca, Board President

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
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Regular Meeting  
November 9, 2023

**The next Regular Board Meeting will be Thursday, December 14, 2023, at Knollwood  
Elementary School at 5:30 PM**

