

# **Sheffield-Sheffield Lake City Schools Regular Board of Education Meeting**

**1824 Harris Road  
Sheffield, OH 44054**

**October 22, 2018**

**5:30 P.M. Regular Meeting**

**Forestlawn Elementary School**

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



***INSPIRE ~ EXCITE ~ EDUCATE***



## **NOTICE TO THE PUBLIC**

We wish to welcome you to the Sheffield-Shedfield 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 in order 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 sort of two-way communication forum with the district during the school year.

Thank you for attending.

Your interest is appreciated.



## Regular Meeting

### 1. ROLL CALL

*"Notice of this meeting was given in accordance with the provisions of Policy 1.450 of the Sheffield-Shedfield Lake Board of Education, which were adopted in accordance with Section §121.22 of the Ohio Revised Code and the Ohio Administrative Procedures Act."*

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

### 2. CALL TO ORDER

### 3. OPENING CEREMONIES

Pledge of Allegiance

### 4. INFORMATIONAL ITEMS – Forestlawn presentation.

### 5. REVIEW OF OPEN QUESTIONS

### 6. 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 the majority of the Board, present and voting."*

### 7. APPROVAL OF THE AGENDA

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

### 8. TREASURER'S BUSINESS

#### A. REPORTS

#### B. BOARD MINUTES



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

**Regular Meeting**– September 24, 2018

**Work Session Meeting** – October 16, 2018

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**C. FIVE YEAR FORECAST AND ASSUMPTIONS**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached **October 2018 Five Year Forecast and Assumptions**.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

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

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

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**E. BOARD POLICY UPDATES/CHANGES/ADDITIONS**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve and adopt the attached **BOARD POLICY MANUAL CHANGES AND ADDITIONS (Second Reading)**.

- a. Board Minutes – BDDG
- b. Budget Planning – DBD
- c. Administration of Grant Funds – DECA
- d. Inventories (Fixed Assets) – DID
- e. Bidding Requirements – DJC
- f. Purchasing Procedures – DJF
- g. Purchasing Procedures – DJF-R
- h. Credit Cards – DJH
- i. Personnel Policies Goals – GA
- j. Staff Gifts and Solicitations – GBI
- k. Add New Online Fundraising Campaigns/Crowdfunding – GBIA (Also IG DFA)
- l. Professional Staff Contracts and Compensation Plans - GCB-1
- m. Professional Staff Contracts and Compensation Plans - GCB-2
- n. Professional Staff Hiring – GCD



- o. Student Fundraising – IGDF
- p. Add New Online Fundraising Campaigns/Crowdfunding – IGDA (Also GBIA)
- q. REMOVE Credit Cards – DJH-R
- r. REMOVE Petty Cash Accounts – DJB

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**F. NORDSON CORPORATION FOUNDATION GRANT**

It is recommended that the Sheffield-Shield Lake Board of Education acknowledge and accept **GRANT FUNDING FOR “NEED TO READ” PROJECT** in the amount of \$ 200.00.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**G. OHIO ATTORNEY GENERAL GRANT**

It is recommended that the Sheffield-Shield Lake Board of Education acknowledge and accept the **SCHOOL SAFETY TRAINING GRANT** in the amount of \$ 9,599.35.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**9. SUPERINTENDENT’S BUSINESS**

**A. REPORTS**

**B. OTHER**

- 1. It is recommended that the Sheffield-Shield Lake Board of Education approve the attached **EDUCATIONAL ALTERNATIVES SERVICE AGREEMENT** for the 2018-19 school year which provides separate school facility placements and student transportation for selected students with disabilities.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

- 2. It is recommended that the Sheffield-Shield Lake Board of Education accept the attached **CHANGES AND ADDITIONS TO THE SUPPLEMENTAL SCHEDULE** effective retroactively to July 1, 2018 as part of the Master Agreement July 1, 2018-June 30, 2021.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

- 3. It is recommended that the Sheffield-Shield Lake Board of Education approve the attached **ENERGY CONTRACT** which will become the energy supplier for the Sheffield-Shield Lake CSD commencing on January 1, 2020.



Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

4. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached **VINSON CHECKPOINT SOFTWARE PROPOSAL** which provides pre-submission verification, improved data integrity and auditable accountability in conjunction with the current Student Information System.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

C. **PERSONNEL**

**RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS**

1. It is recommended that the Sheffield-Sheffield Lake Board of Education honor the following employee(s) request:
  - a. **Jeffrey Keith**, resigning as BHS Varsity Girls Basketball Assistant Coach, effective immediately.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**CERTIFIED TUTOR(S)**

1. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following certified personnel as per the Master Agreement for the 2018-19 school year.
  - a. **Kim Basinski**, Homebound Tutor, \$ 23.83 per hour, effective October 23, 2018.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**CLASSIFIED**

1. It is recommended 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. **Tiffany Williams**, SSP Paraprofessional/Monitor- Forestlawn, Step 1, \$ 12.21/hr., 1.5 hrs./day, effective October 23, 2018.
  - b. **Angela Wright**, ESP-Pre-school Kindergarten (Temporary)-Knollwood, Step 1, \$ 12.54/hr., 3 hrs./day, 4 days/wk., not to exceed 180 days, effective October 23, 2018.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_



**CLASSIFIED SUBSTITUTE**

1. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following personnel contingent upon successful completion of all payroll requirements and current certifications.
  - a. **Mary Diamond**, Classified Substitute, \$ 10.00/hr., effective October 23, 2018.
  - b. **Pamela Ferry**, Classified Substitute Bus Driver, \$ 14.00/hr., effective October 23, 2018.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**SUPPLEMENTAL**

1. It is recommended that the Sheffield-Sheffield Lake Board of Education award a Supplemental Contract to the following personnel effective for the **2018-19** school year/season contingent upon successful completion of all payroll requirements and current certifications school year/season contingent upon successful completion of all payroll requirements and current certifications.
  - a. **Devan Brown**, BHS Assistant Basketball Coach, Class II, Step 0, \$ 4515.00.
  - b. **Jeff Keith**, BHS Assistant Basketball Coach, Class II, Step 4, \$ 5237.00.
  - c. **Lydia Markovich**, BHS Assistant Girls Basketball Coach, Class II, Step 0, \$ 4515.00.
  - d. **Val Rion**, BHS Winter Faculty Manager, Class III, Step 1, \$ 3793.00.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**PARENT/COMMUNITY VOLUNTEER**

1. 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 2018-19 school year/season.
  - a. **Nancy Duffin**, BIS Parent/Community Volunteer, at no cost to the district, effective October 23, 2018.
  - b. **Jessica Fairweather**, Parent/Community Volunteer (Band), at no cost to the district.
  - c. **Crystalynn Figueroa**, Parent/Community/Classroom Volunteer (KW), at no cost to the district.



- d. **Dan Zagorsky**, Parent/Community/Grounds keeping Volunteer, at no cost to the district.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

10. **STANDING COMMITTEE REPORT**

1. Joint Vocational School
2. Athletic Counsel
3. Legislative Liaison
4. Endowment Fund
5. S.A.L.T.
6. Finance

11. **ADJOURNMENT**

Time: \_\_\_\_\_

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**The next regular meeting will be on November 26, 2018 at the Administration Center at 5:30 PM.**