

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
BHS/BMS Media Center

Special Meeting  
October 12, 2020

1. **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

2. **CALL TO ORDER**

3. **OPENING CEREMONIES**

Pledge of Allegiance

4. **INFORMATIONAL ITEMS**

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 WITH ADDED CHANGE UNDER ADMINISTRATIVE ITEM 1 A**

**20-214** Mrs. Miller moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approves the agenda with added change under Administrative Item 1 A.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller  
No: None.  
Motion Carried: 5-0

8. **TREASURER'S BUSINESS**

A. **REPORTS**

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**B. BOARD MINUTES**

**20-215** Mrs. DeLuca moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve Minutes from the following agenda(s):

**Regular Meeting – September 28, 2020**

**Special Meeting – September 30, 2020**

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**

**20-216** Mrs. Lopez moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education honor the following employee(s) request:

- a. **Jennifer Smith**, resigning as BIS Monitor, 2.5 hrs./day, effective October 14, 2020 to accept another position in the district.
- b. **Brittany Wilson**, requesting an Emergency Paid Sick Leave (E-FMLA) for the period of November 12-December 18, 2020 and FMLA Maternity Leave for the period of January 4-February 12, 2021.

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

No: None.

Motion Carried: 5-0

**ADMINISTRATIVE**

**20-217** Mrs. Jensen moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education award the following personnel an Administrative Contract at Step 6 on the Administrative Salary Schedule as per the attached effective October 12, 2020-June 30, 2023.

- a. **Michael Barnhart**, District Treasurer.

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

No: None.

Motion Carried: 5-0

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CERTIFIED TUTOR(S)

**20-218** Mrs. DeLuca moved seconded by Mrs. Miller 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.

- a. **Jessica Zivkovic**, BIS/KW/FL Title I Tutor, effective October 14, 2020.

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

No: None.

Motion Carried: 5-0

CLASSIFIED

**20-219** Mrs. Czech moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the following classified personnel at the appropriate salary schedule rate as per the Master Agreement and contingent upon successful completion of all payroll requirements.

- a. **Megan Cwalinski**, Forestlawn ELC SSP Monitor, Step 1, 1.5 hrs./day, 175 days plus contracted holidays (pro-rated) effective October 13, 2020.
- b. **Sandra Roser**, Transportation/Van Driver, Step 3, 180 days plus contracted holidays (pro-rated), 2 hrs./day, effective October 15, 2020.
- c. **Frances Ruse**, Knollwood SSP Monitor, Step 1, 1.5 hrs./day, 175 days plus contracted holidays (pro-rated) effective October 13, 2020.
- d. **Jennifer Smith**, SSP Paraprofessional Transportation Monitor, Step 6, 180 days plus contracted holidays (pro-rated), 4 hrs./day, effective October 15, 2020.

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

No: None.

Motion Carried: 5-0

SUPPLEMENTAL

**20-220** Mrs. Lopez moved seconded by Mrs. DeLuca 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 effective for the 2020-21 school year/season contingent upon successful completion of all payroll requirements and current certifications.

- a. **Jason Kinsler**, BIS PBIS Advisor, Class VII, Step 0, effective October 13, 2020.

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

No: None.

Motion Carried: 5-0

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C. OTHER

20-221 Mrs. DeLuca moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the agreement for the OMBUDSMAN PROGRAM ALTERNATIVE EDUCATION SERVICES – FIRST AMENDMENT for the 2020-21 school year as per the attached.

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

No: None.

Motion Carried: 5-0

10. ADJOURNMENT

20-222 Mrs. DeLuca moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education adjourn.

Time: 5:47 PM

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

No: None.

Motion Carried: 5-0

  
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Michael A. Pissini, Treasurer  
\_\_\_\_\_  
Mrs. Pat Czech, President

The next Regular Meeting will be on October 26, 2020 at 5:30 PM at the BHS/BMS Media Center