

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Forestlawn ELC

Regular Meeting  
October 13, 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. DeLuca, Mrs. Jensen, Mrs. Lopez

Absent: Mrs. Czech, Mrs. Miller

2. **CALL TO ORDER**- The meeting was called to order at: 5:35 PM

3. **OPENING CEREMONIES**

A. Pledge of Allegiance.

4. **INFORMATIONAL ITEMS**

Leslie Kozich, Forestlawn ELC Principal - Shared a report of awards and programs taking place at Forestlawn.

Mr. Cook – Reported on the landscaping taking place around all district signs.

5. **REVIEW OF OPEN QUESTIONS**

6. **APPROVAL OF THE AGENDA**

**22-129** Mrs. Lopez moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approves the agenda.

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

No: None.

Absent: Mrs. Czech, Mrs. Miller

Motion Carried: 3-0

7. **TREASURER'S BUSINESS**

A. **REPORTS**

B. **BOARD MINUTES**

**22-130** Mrs. Lopez moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

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

No: None.

Absent: Mrs. Czech, Mrs. Miller

Motion Carried: 3-0

**C. FINANCIAL STATEMENTS**

- 22-131** Mrs. Jensen moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the enclosed financial statements.

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

No: None.

Absent: Mrs. Czech, Mrs. Miller

Motion Carried: 3-0

**D. FIVE-YEAR FORECAST**

- 22-132** Mrs. Lopez moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the attached Five-Year Forecast.

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

No: None.

Absent: Mrs. Czech, Mrs. Miller

Motion Carried: 3-0

**E. CORRECTION TO AUGUST 11, 2022, MEETING MINUTES**

- 22-133** Mrs. Jensen moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the following correction.

**FROM:** Jim Patrizi, BHS Assistant Football Coach, Class III, Step 4, effective August 12, 2022.

**TO:** Jim Patrizi, BHS Assistant Football Coach, Class II, Step 4, effective August 12, 2022.

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

No: None.

Absent: Mrs. Czech, Mrs. Miller

Motion Carried: 3-0

**8. SUPERINTENDENT'S BUSINESS**

**A. REPORTS**

Brenda Svec, Curriculum Director – Presented information of the most recent state report card for the district.

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**B. PERSONNEL**

**22-134**

Mrs. Lopez moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approves Items B1-5.

**RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS**

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

- a. **Kariman Assad**, Forestlawn SSP, resigning to accept another position in the district.
- b. **Savannah Forcier**, Knollwood Noon Aid, resigning to accept another position in the district.
- c. **Jennifer Krieger**, BIS 5<sup>th</sup> grade teacher, requesting Parental Leave, beginning February 16, 2023, and returning June 8, 2023.
- d. **Chuck Verhoff**, BHS Girls Basketball Assistant Coach, resigning effective September 22, 2022.

**CERTIFIED SALARY ADJUSTMENT**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the salary increases for advanced training for the following certified personnel as per the Master Agreement retro-active to the first workday of the 2022-23 school year.

		<u>FROM</u>	<u>TO</u>
a.	<b>Janine DeFevere</b>	<b>MA+12</b>	<b>MA+24</b>
b.	<b>Ashley Falencki</b>	<b>BA +12</b>	<b>BA+24</b>
c.	<b>Mary Guliano</b>	<b>BA</b>	<b>BA +12</b>

**CLASSIFIED SALARY ADJUSTMENT**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the salary increase for advance training for the following classified personnel as per the Negotiated Agreement retro-active to the first workday of the 2022-23 school year.

- a. **Michelle Arra**                      Base Salary+10%
- b. **Amber Blankenship**              Base Salary+8%
- c. **Brenda Crnko**                      Base Salary+4%
- d. **Roger Ebner**                        Base Salary +8%
- e. **Denise Edwards**                  Base Salary +4%
- f. **Jessica Jackson**                  Base Salary +6%
- g. **Emily Kinser**                        Base Salary +10%

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|----|--------------------------|------------------|
| h. | <b>Stacy Knight</b>      | Base Salary +10% |
| i. | <b>Dawn Radford</b>      | Base Salary +2%  |
| j. | <b>Tammy Raines</b>      | Base Salary +2%  |
| k. | <b>Sandra Roser</b>      | Base Salary +8%  |
| l. | <b>Michelle Ryan</b>     | Base Salary +4%  |
| m. | <b>Denise Signor</b>     | Base Salary + 2% |
| n. | <b>Jennifer Smith</b>    | Base Salary +2%  |
| o. | <b>Diane Stottlemire</b> | Base Salary + 4% |

**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.

- a. **Talia Albaugh, TEMPORARY** Knollwood Elementary Educational Support Paraprofessional/Monitor, 7 hrs./day, Step 0, 181 days plus contracted holidays (pro- rated) effective October 14, 2022, pending certification.
- b. **Kariman Assad**, BIS School Support Paraprofessional/Monitor, 2.5 hrs./day, Step 1, 181 days plus contracted holidays (pro- rated) effective retroactive to September 12, 2022.
- c. **Savannah Forcier**, Forestlawn ELC, Educational Support Paraprofessional, 7 hrs./day, Step 1, 181days plus contracted holidays (pro-rated) effective retroactive to August 30, 2022.
- d. **Jessica Tackett**, BIS School Support Paraprofessional, 2.5 hrs./day, 181 plus contracted holidays, effective October 17, 2022, pending certification.
- e. **Alexis Polly**, BIS School Support Paraprofessional, 2.5 hrs./day, 181 plus contracted holidays, effective October 17, 2022, pending certification and background check.
- f. **Bettina Figueroa**, Knollwood Elementary School Support Paraprofessional/Monitor, 2.5 hrs./day, Step 0, effective October 17, 2022, pending certification.

**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.

- a. **Ted Clay**, Substitute Cleaner as needed, effective October 14, 2022.

Yes: Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez  
No: None.

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Absent: Mrs. Czech, Mrs. Miller  
Motion Carried: 3-0

**DECAF PROPOSALS**

**22-135** Mrs. Lopez moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the following DECAF proposals.

<b>NAME</b>	<b>TITLE</b>	<b>Percentage %</b>
Julianna Pavicic	KW – Lego Club	2.5
Dan Rosso	BIS– Academic Challenge	2
Mary Cogdell	BIS – Coding Club	2
Jessica Schremp	BMS – Academic Challenge	2
Jessica Schremp	BMS – Spelling Bee	2.5
Kim Basinski	BMS – Game Club	2
Chris Glynn	BHS – Golf Club	1.5
Michael Rowbotham	BHS – Golf Club	1.5
Julie Kinnear	BHS – Nat’l Spanish Honor Soc.	3
Pamela Vasquez	BHS – Nat’l French Honor Soc.	3
Lindsey Chalk	BHS – Cards Council	1.5
Lisa Montgomery	BHS – Cards Council	1.5
Lisa Sheehan	BHS – H.O.S.A.	2
Alison Macke	BHS – Garden Club	2
Alison Macke	BHS – Grub Club	1
Linda Wozniak	KW – Kindness Club	2.5
Michelle Lewis	KW – Kindness Club	2.5
Heather Carollo	FELC – Kindness Club	5
Travis Baldwin	BMS – Cardinal Care Club	1
Kathleen Jones	BMS – Cardinal Care Club	1.5

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

**22-136** **CERTIFIED LONG- TERM SUBSTITUTE**

Mrs. Lopez moved seconded by Mrs. Jensen 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. **Christine Forgenie**, BHS Long-Term Substitute, BA, Step 0, effective October 14, 2022, for the remainder of the 2022-23 school year.

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

**C. OTHER**

- 22-137** Mrs. Lopez moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the attached **INTERAGENCY SERVICE AGREEMENT, LORAIN COUNTY** between the following: Lorain County Head Start/Early Head Start, Lorain County Board of Developmental Disabilities and Local Agencies including the Sheffield-Sheffield Lake School District effective July 1, 2022, to June 30, 2023, as per the attached.

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

- 22-138** Mrs. Jensen moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the **ADDENDUM TO SCHOOL HEALTH SERVICES CONTRACT** for nursing services as per the attached.

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

**9. COMMENTS FROM THE PUBLIC - None**

*"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  
The next JVS board meeting is on October 20, 2022.
2. Athletic Counsel – Sheila Lopez  
The BMS football is undefeated.  
Volleyball Senior night is this week.  
Homecoming is this weekend.

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3. Legislative Liaison – Amy DeLuca  
No report.
4. Endowment Fund – Lisa Miller  
No report.
5. S.A.L.T. – Pat Czech  
No report.
6. Finance Committee – Sheila Lopez  
The finance meeting was today and the forecast, technology needs and ESSER funding was discussed.

11. **ADJOURNMENT**

**22-139** Mrs. Lopez moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education adjourns.

**Time: 6:35 PM**

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

No: None.

Absent: Mrs. Czech, Mrs. Miller

Motion Carried: 3-0



Michael T. Barnhart, Treasurer

  
Mrs. Amy DeLuca, President

The next meeting will be on November 10, 2022, at the Lorain County JVS at 5:30 PM.

