

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Regular Meeting
September 14, 2023

1. **ROLL CALL**

Notice of this meeting was given in accordance with the provisions of Policy BDDB 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**

Brenda Svec – Data

5. **BOARD RECOGNITION**

Exchange Student – Mr. Cook reported the student is having adjustment issues.

6. **APPROVAL OF THE AGENDA**

23-147 Mrs. Miller moved, seconded by Mrs. Lopez 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

7. **TREASURER'S BUSINESS**

A. **REPORTS**

None

B. **BOARD MINUTES**

23-148 Mrs. Lopez moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

Regular Meeting w/Addendum – August 24, 2023

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

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Regular Meeting
September 14, 2023

No: None
Motion Carried: 5-0

C. PARENT TRANSPORTATION PAYMENT IN LIEU

23-149 Mrs. Lopez moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the following **PARENT TRANSPORTATION PAYMENT IN LIEU**

WHEREAS this Board does determine that the students listed below are legally entitled to transportation; and

WHEREAS the State Board of Education approved alternatives to Board owned buses are not reasonable available; now, therefore.

BE IT RESOLVED that this Board of Education does approve "payment in lieu" contracts for the following students, payable to the parent or guardian.

*Payment may be prorated if the period involved is only a part of the school year.
The minimum amount for the school year 2022-23, as specified by ODE, is \$538.55.

Parent / Guardian	Student	Grade	School
Rose-Marie Janesz	Joshua Janesz	12	St. Ignatius
Rose-Marie Janesz	Joseph Janesz	10	St. Ignatius
Rose-Marie Janesz	Melissa Janesz	9	Magnificat
Rose-Marie Janesz	John Paul Janesz	5	Lakewood Catholic Academy

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

D. APPROVAL OF PURCHASE ORDERS

23-150 Mrs. Czech 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

E. FINANCIAL STATEMENTS

23-151 Mrs. Miller moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the enclosed financial statements.

RECORD OF PROCEEDINGS

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

F. FY24 PERMANENT APPROPRIATIONS

23-152 Mrs. Lopez moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached permanent appropriations for fiscal year 2024.

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

8. SUPERINTENDENT'S BUSINESS

A. PERSONNEL

RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS

23-153 Mrs. Miller moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approves Items A1-7.

a. **Andrew Furio**, resigning as Hummingbird Director, effective September 2023.

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. **Brandy Bauers**, *FROM* KW Noon Monitor *TO* KW ESP.
- b. **Christina Howell**, *TRANSFER FROM* FELC Noon Monitor *TO* BIS Noon Monitor, Step 3, 2.5 hrs./day, 181 days/yr. plus contracted holidays.
- c. **Jessica Jackson**, *TRANSFER FROM* BHS Server *TO* BIS Head Cook, effective retroactive to August 21, 2023.
- d. **Stacy Knight** *FROM* BIS Assistant Head Cook *TO* BHS Head Cook, effective retroactive to August 21, 2023.
- e. **Michelle Ryan**, BIS Server, Step 1, 2.5 hrs./day, 181 days/yr., plus contracted holidays, effective September 14, 2023.
- f. **Leah Wright**, *FROM* BIS Noon Monitor *TO* BIS ESP, effective retroactive to August 21, 2023.
- g. **Nicole Yonkof**, Knollwood Crossing Guard, Step 1, 1.75 hrs./day, 179 days/yr. plus contracted holidays, retroactive to August 22, 2023.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Regular Meeting
September 14, 2023

CLASSIFIED CORRECTIONS

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following **CORRECTIONS** for classified personnel at the appropriate salary schedule rate as per the Negotiated Agreement and contingent upon the successful completion of all payroll requirements.

- a. **Jessica Harr**, Knollwood Noon Monitor, Step 1, 2.5 hrs./day, 175 days/year plus contracted holidays, **RETROACTIVE TO** August 21, 2023.
- b. **Kathleen Heckert**, Knollwood Noon Monitor, Step 1, 2.5 hrs./day, 175 days/year plus contracted holidays, **RETROACTIVE TO** August 21, 2023.
- c. **Sherry Ayber-Huegele**, BIS Noon Monitor, Step 1, 2.5 hrs./day, 181 days/year plus contracted holidays, **RETROACTIVE TO** August 21, 2023.
- d. **Bernadette Wallace**, Knollwood Noon Monitor, Step 1, 2.5 hrs./day, 175 days/year plus contracted holidays, **RETROACTIVE TO** August 21, 2023.

CERTIFIED SALARY ADJUSTMENT

It is recommended that the Sheffield-Sheffield Lake Board of Education approves the salary increases for advanced training for the following certified personnel as per the Master Agreement retro-active to the first workday of the 2023-24 school year.

		<u>FROM</u>	<u>TO</u>
a.	Shannon Brennan	BA+12	BA+24
b.	Karen Coffey	MA+12	MA+24
c.	Ashley Falencki	BA +24	MA
d.	Julie Kinnear	MA+12	MA +24
e.	Mary Guliano	BA+12	MA
f.	Michael Rowbotham	MA	MA+12

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.

- a. **Brad Barhorst**, BMS/BHS District Video Club Advisor, Class V, Step 0, effective retroactive to September 7, 2023.
- b. **Paul Ferguson**, Head District Video Club Advisor, Class I, Step 0, effective retroactive to September 7, 2023.
- c. **Mackenzie Nekl**, BHS Junior Class Advisor, Class VI, Step 0, effective September 7, 2023.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Regular Meeting
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DECAF PROPOSALS

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following DECAF proposals.

NAME	TITLE	Percentage %
Heather Carollo	FELC – Kindness Club	5
Michelle Lewis	KW– Kindness Club	2.5
Linda Wozniak	KW– Kindness Club	2.5
Mary Cogdell	BIS – Coding Club	2
Dan Rosso	BIS – E-Sports	2
Kim Basinski	BMS – Chess Club	2
Jessica Schremp	BMS – Spelling Bee	2.5
Jessica Schremp	BMS – Academic Challenge	2
Chris Glynn	BHS – F.L.O.A.T.	1.5
Julie Kinnear	BHS – Nat’l Spanish Honor Soc.	3
Pamela Vasquez	BHS – Nat’l French Honor Soc.	3
Lisa Montgomery	BHS – Cards Council	1.5
Lindsey Chalk	BHS – Cards Council.	1.5
Lisa Sheehan	BHS – HOSA	3
Julie Kinnear	BHS – Ohio Mo del UN	1.5
Alison Macke	BHS – Grub Club	1
Kevin Landis	BHS – E-Sports	3
Kelson Barber	BHS– Classical Studio (Art)	1

ADMINISTRATIVE ASSISTANT PUPIL PERSONNEL/SPECIAL EDUCATION

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following administrative personnel contingent upon successful completion of all payroll requirements.

- a. **Jane Vogel**, Pupil Personnel & Special Education Administrative Assistant, Step 9, 8 hrs./day, 260 days/yr. (pro-rated) plus contracted holidays, effective September 25, 2023.

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

No: None

Motion Carried: 5-0

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Sheffield-Sheffield Lake City Schools
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REDUCTION IN STAFF FORCE

- 23-154** Mrs. Miller moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education reduce one (1) sixth grade teaching position. Reduction from six (6) to five (5).

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

PARENT/COMMUNITY VOLUNTEER

- 23-155** Mrs. Lopez moved, seconded by Mrs. Jensen 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 school year/season.

- a. **Gabe McWilliams**, Parent/Community/Band Volunteer, at no cost to the district, effective September 14, 2023.

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

B. **OTHER**

- 23-156** Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the **SECOND HARVEST FOOD BANK SCHOOL PANTRY PROGRAM AGREEMENT** which provides for the distribution of food for children and families for the 2023-24 school year.

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

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. 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."

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Sheffield-Sheffield Lake City Schools
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10. STANDING COMMITTEE REPORT

1. Joint Vocational School – Sandy Jensen
There will be a meeting next Thursday.
2. Athletic Counsel – Sheila Lopez
None at this time.
3. Legislative Liaison – Amy DeLuca
Late summer recess for the General Assembly.
4. Endowment Fund – Lisa Miller
Grants approved this week -chat with Andrew.
PBIS - \$ 500 per grade to add, what about already funded? PBIS committee-
mapping of funds.
5. S.A.L.T. – Pat Czech
Exciting start to year.
Band performed for Maggie.
Lots of performances for band, list in band website.
BMS – more activities now school is in full swing.
BIS – Homecoming Spirit Week.
KW – Newsletter full of activities.
FELC – Weekly news – fun activities for staff.
Born Landscape “donated” for community garden.
6. Finance Committee – Sheila Lopez
Reviewed July financials, athletic funds – (send to all board meetings. Look at
fundraising).
2011 Bobby Rosso Scholarship.
7. 100 Year Celebration -Mrs. Jensen would like to have the building open to the
public during Homecoming, letter to /Gayle Manning.

11. ADJOURNMENT

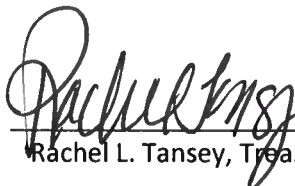
23-157 Mrs. Miller moved, seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of
Education adjourns.



Time: 6:14 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

Sheila Lopez - Vice President

The next regular meeting will be on October 12, 2023, at FELC at 5:30 PM

