

Sheffield-Sheffield Lake City Schools Regular Board of Education Meeting

**1824 Harris Road
Sheffield, OH 44054**

September 24, 2018

5:30 P.M. Regular Meeting

Administration Center

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-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."

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

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

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 w/Addendum – August 27, 2018

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

C. PERMANENT APPROPRIATIONS

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached permanent appropriations for FY 2019.

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 (First Reading)**.

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



- p. Update Student Fundraising – IGDF
- q. Add New Online Fundraising Campaigns/Crowdfunding – IGDA (Also GBIA)
- r. Remove Credit Cards – DJH-R

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

F. ESC SERVICE AGREEMENT

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached **SERVICE AGREEMENT FOR THE PREPARATION AND TRANSMISSION OF REPORTS FOR EMPLOYEES**, (background checks).

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

9. SUPERINTENDENT'S BUSINESS

A. REPORTS

B. PERSONNEL

RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS

1. It is recommended that the Sheffield-Sheffield Lake Board of Education honor the following employee(s) request:
 - a. **Paul Ferguson**, BHS Intervention Specialist, requesting Family Medical Leave, effective October 29-November 26, 2018.
 - b. **Barb Krogg**, resigning as Van Driver, effective September 25, 2018 to accept another position in the district.
 - c. **Carolyn Main**, resigning as SSP-Monitor BIS, effective August 27, 2018 to accept another position in the district.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

ADMINISTRATIVE SALARY ADJUSTMENT

1. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the salary increase for advance training for the following Administrator per the Master Agreement between the Administrators and the Sheffield-Sheffield Lake Board of Education.



a. Joy Morgan FROM: M TO: M+10

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

CERTIFIED SALARY ADJUSTMENT

1. It is recommended that the Sheffield-Sheffield Lake Board of Education approve the salary increase for advance training for the following certified personnel as per the Master Agreement retro-active to the first work day of the 2018-19 school year.

		<u>FROM</u>	<u>TO</u>
a.	Mary Berner	M+12	M+24
b.	Christopher Chidlaw	M	M+12
c.	Martha Horton	M+12	M+24
d.	Tracy Hoydic	M+12	M+24
e.	Julie Keller	M+12	M+24
f.	Colette Lubertozi	M	M+12
g.	Lisa Montgomery	BA+12	BA+24
h.	Brenda Svec	BA+24	M

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

CLASSIFIED SALARY ADJUSTMENT

1. 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 work day of the 2018-19 school year.

a.	Michelle Arra	Base Salary+2%
b.	Amber Blankenship	Base Salary+2%
c.	Tracey Glass	Base Salary +6%
d.	Tina Hastings	Base Salary +10%
e.	Emily Kinser	Base Salary +2%
f.	Stacy Knight	Base Salary +2%
g.	Denise Lococo	Base Salary +10%
h.	Ashley Martin	Base Salary +2%
i.	Brad Rauscher	Base Salary +8%
j.	Jerry Roelke	Base Salary +6%
k.	Kim Santoro	Base Salary +4%
l.	Britt Vilevac	Base Salary +2%

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. **Hayley Hamby**, SSP Monitor- BIS, Step 1, \$ 12.21/hr., 2.5 hrs./day, effective September 25, 2018.
 - b. **Barb Krogg**, Transportation-Bus Driver, Step 2, \$ 17.13/hr., 4 hrs./day, effective September 25, 2018.
 - c. **Helen Lawson**, Knollwood SSP Monitor-Knollwood, Step 1, \$ 12.21/hr., 1.5 hrs./day, effective September 25, 2018.
 - d. **Carolyn Main**, ESP Pupil Personnel Paraprofessional-BIS, Step 1, \$ 12.54/hr., 7 hrs./day, effective September 25, 2018.
 - e. **Sandy Roser**, SSP Monitor-BIS, Step 1, \$ 12.21/hr., 2.5 hrs./day, effective September 25, 2018.
 - f. **Sandy Roser**, Transportation-Van Driver, Step 1, \$ 12.54/hr., 2.5 hrs./day, effective September 25, 2018.
 - g. **Scott Schmiermund**, Maintenance/Custodial-Custodian, Step 1, \$ 16.66/hr., 8 hrs./day, effective September 25, 2018.
 - h. **Rose Meness-Seiler**, SSP Monitor (breakfast)-BIS, Step 19, \$ 16.42 + 8%/hr., .5 hrs./day, effective September 25, 2018.

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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. **Barbara Amantea**, Classified Substitute, \$ 10.00/hr., effective September 25, 2018.
 - b. **Tiffany Williams**, Classified Substitute, \$ 10.00/hr., effective September 25, 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. **Brad DeLuca**, BHS Volunteer Basketball Coach, Class II, Step 0, at no cost to the district.
- b. **Casey Pierson**, BMS Volunteer Basketball Coach, Class III, Step 0, at no cost to the district.
- c. **Mary Pokrywka**, BHS Drama Club Advisor, Class V, Step 4, \$ 3251.00.
- d. **Brittany Rosso**, BMS Memory Book Advisor, Class VI, Step 0, \$ 1987.00.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

DECAF PROPOSALS

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

NAME	TITLE	Percentage %	TERM
Ashley Falencki	BHS Game Club	2.5	1 st Semester
Tandi Fritz	Cards Connect	4	All Year
Maggie Hartman	Sociedad Hispania	4	All Year
Martha Horton	BHS Bonus Period	3.5	1 st Semester
Pamela Vasquez	Société Honora ire de François	2	1 st Semester
Kim Basinski	Cardinal Gaming Club	2	1 st Semester
Kim Basinski	BMS Bonus Period	1.5	1 st Semester
Kellie Palmer	BMS Bonus Period	1.5	1 st Semester
Jessica Schremp	BMS Academic Challenge	2	1 st Semester
Jessica Schremp	BMS Spelling Bee	2.5	All Year
Chris Glynn	F.L.O.A.T.	1.5	1 st Semester
Elizabeth Ambrosio	BIS After School Tutor Club	1.5	1 st Semester
Kim Pajor	BIS After School Tutor Club	1.5	1 st Semester
Bridgette Boehm	BIS Young Authors	1.5	1 st Semester
Melissa Fedak	BIS Young Authors	1.5	1 st Semester
Mary Cogdell	BIS Morning Announcements	4	All Year
Rachel Feimer	BIS PBIS	2	All Year
JB Kinser	BIS PBIS	2	All Year
Rachel Feimer	BIS Student Council	3	All Year
Deb Raesler	BIS Student Council	3	All Year
Michelle Lewis	KW Kindness Club	2.5	All Year
Deb Raesler	KW Kindness Club	2.5	All Year

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PARENT/COMMUNITY VOLUNTEER

1. It is recommended that the Sheffield-Shield 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. **Sondra Cole**, Parent/Community Volunteer (Cheer), at no cost to the district, effective September 25, 2018.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

C. OTHER

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 October 22, 2018 at Forestlawn Elementary at 5:30 PM.