

RECORD OF PROCEEDINGS

Minutes of AMHERST EXEMPTED VILLAGE SCHOOL DISTRICT

Regular
Meeting

Held at the M.L. Steele Creative Learning Center at 5:30 p.m.

Oct 14,
2019

President Rex Engle, presided.
Meeting called to order at 5:31 p.m.

Pledge of Allegiance

Roll call vote:

Rex Engle, present; Marc Zappa, present; Teresa Gilles, present; Valerie Neidert, present; Ron Yacobozzi, present.
Steven A. Sayers, Superintendent, present; Amelia R. Gioffredo, Treasurer/CFO, present.

This meeting and notices of all meetings are in compliance with O.R.C. 121.22. This Board of Education shall discuss in Executive Session only those items allowed in O.R.C. 121.22.

2019-10-1

It was moved by Yacobozzi and seconded by Neidert to adopt the agenda as presented, including any addendums.

Roll call vote:

Yacobozzi, aye; Neidert, aye; Gilles, aye; Zappa, aye; Engle, aye.

Good News Report:

Mr. Cnsey Wolf – Athletic Director

- It was great to have the Lakeland Conference Champion, 1969 Comet Football Team at the game Friday night to celebrate their 50th anniversary of their championship season. Thank you to Jim Kubuske for organizing this reunion.
- Aya Vicens, senior girls golfer. Aya is an all-conference athlete for our Girls Golf program. She also plays for the Girls Basketball Team in the Winter. She had a nice performance at the OHSAA Sectional Tournament on October 2nd which earned her a trip to the OHSAA District Tournament last Tuesday, October 8th in Hudson. Aya is/was a great representative of the Lady Comet Golf Program and we are extremely proud of her accomplishments this fall.
- Jacob Fitzpatrick is a senior Boys Golfer. Jacob had a tremendous career for the Comets. He finished his career at the OHSAA District in Brunswick last Monday. He earned his trip to the District Tournament after a great performance at the OHSAA Sectional Tournament in Avon Lake on October 1st. The District Tournament appearance capped a great senior year where he earned 1st Team All-Southwestern Conference and he was named the Southwest Conference MVP.
- Congratulations to both Aya and Jacob on Great Golf Careers for the Comets.

Mr. Joe Miller, Ohio House of Representatives – Special presentation.

- Recognizing Ron Yacobozzi for 40 (41) years of service as a Board member.
- Recognizing Teresa Gilles for 10 years of service as a Board member.

RECORD OF PROCEEDINGS

Minutes of AMHERST EXEMPTED VILLAGE SCHOOL DISTRICT

Regular
MeetingHeld at the M.L. Steele Creative Learning Center at 5:30 p.m. Oct 14,
2019

Hearing of the Public

The Public Participation section of the Board of Education's agenda is specifically designed for the public to address the Board with their compliments and/or concerns. The Board welcomes and appreciates your comments. If you wish to address the board regarding a problem, please consider the following:

- First, your comments should be factual and respectful of the rights of others.
- Second, before addressing the Board with a specific problem, it is the Board's hope that you have first addressed the problem with the appropriate teacher, staff member or administrator.

Individual statements should not exceed five (5) minutes and total time shall be a maximum of thirty (30) minutes.

(If planning to address the Board, please complete the sign-in sheet).

Treasurer's Report: Mrs. Amelia Gioffredo

- 1) Thank you to the Board for support during the loss of my father.
- 2) Capital Conference materials.
- 3) Informed the Board that the Local Records Commission met at 5 p.m. this afternoon (10-14-19) before this Board meeting. The Local Records Commission is comprised of the Board President, Superintendent and Treasurer.
 - i) We discussed the differences between the current Records Retention Schedule and that which is suggested by the Ohio Historical Connection. They have been compared in detail. It has been suggested by the Local Records Commission that the Ohio Historical Connection suggested Records Retention Schedule be adopted; this is also called the RC-2, which is Exhibit 9E, for agenda item 9.4.
 - ii) For the purposes of being concise, where AESVD identified a period of 10 years for a record and 8 years was suggested by OHC, we have modified the schedule to align. There were records that needed to be added to the new RC-2, and others deleted in order to bring the Amherst RC-2 in line with the suggested Records Retention Schedule.
- This is the first arduous step in preparing the District for a more electronic environment. Once the RC-2 is approved, then a complete Records Inventory will be completed, and a Records Disposal (RC-3) request submitted to OHC. Then, each department will be educated on categories of records and a regular/annual disposal schedule established.
- 4) Shared, as I do periodically, the Monthly Revenue/Expenditure spreadsheet. This easy-to-read spreadsheet is subtotaled by five-year forecast line for revenue and expenditure. As of September 30th, we are running ahead in real estate collections by nearly \$205,000 and \$115,00 in Tangible Personal Property collections.

So far this year, employee insurance and benefits are \$24k favorable over last fiscal year, and supplies/materials is coming \$22k under last year, miscellaneous expenses is \$8k under last year, as well.

RECORD OF PROCEEDINGS

Minutes of AMHERST EXEMPTED VILLAGE SCHOOL DISTRICT

Regular
MeetingHeld at the M.L. Steele Creative Learning Center at 5:30 p.m. Oct 14,
20 19

Also, we have added \$720,000 to the cash balance as compared to September 2018.

2019-10-2

It was moved by Yacobozzi seconded by Gilles to approve.

- A. The minutes of the September 23, 2019 Special Board Meeting.
- B. The Treasurer's financial reports for the month of September 2019
- C. Approve the then-and-now invoice(s), thus certifying that both at the time the contract was made and at the time of the certificate, the amount of the contract was lawfully appropriated for such purposes of the contract. That the appropriation remains unencumbered and the available resources to pay the obligation are on-hand, or in the process of collection to the credit of the appropriate fund, in accordance with Ohio Revised Code §5705.41:

Educational Service Center of Northeast Ohio – PO20200946	\$ 1,800.00
US Bank – PO 20200949	\$288,047.75
US Bank – PO 20200949	\$426,618.75
US Bank – PO 20200949	\$919,936.50
Bay Mechanical – PO 20200814	\$ 6,081.00
Municipal Utilities – PO 20200902	\$ 65,054.86
OHSAA Regional Track & Field Spring of 2019 PO 20200695	\$ 13,382.70
Pay Schools Central – PO's 202000883, 20200885, 202000887, 20200888	\$ 1,872.50
City of Amherst – PO 20200928	\$ 4,387.80

- D. Approve the revision of appropriations and the "412 certificate":

Increase appropriations for:

- 200-9158 Vocational Training from \$600 to \$850
- 300-9001 eSports from \$0 to \$11,500

- E. Approve the following fund to fund transfers:

- \$6,440.60 from 022-9214 to 300-9011

- F. Approve the new Records Retention Schedule, as recommended by the Ohio Historical Connection and further the Local Records Commission as per Exhibit 9E.

- G. Accept and acknowledge the receipt of the following donation(s) to the Amherst Schools:

- Mr. Jay Bingham of Landing Point Financial Group, for a donation of \$8,572.76 to purchase two (2) Deluxe Standing Desk Packs (48 desk) from Moving Minds for Nord School students.

Roll call vote:

Yacobozzi aye; Gilles, aye; Neidert, aye; Yacobozzi, aye; Engle, aye.

RECORD OF PROCEEDINGS

Minutes of AMHERST EXEMPTED VILLAGE SCHOOL DISTRICT

Regular
MeetingHeld at the M.L. Steele Creative Learning Center at 5:30 p.m. Oct 14,
20 19**Superintendent's Report: Mr. Steve Sayers****Notes:**

- Premium holiday w/LERC.
- Picture issue from Sept meeting/contracts expire end of year.
- Project on schedule.
- Transition committee.

Administrative Committee Reports:**Mr. Mike Molnar, Assistant Superintendent****Notes:**

- Update from last board meeting regarding missing Fall sports
- 6-year technology plan – devices, infrastructure, instruction, future ready
- Board will get new i-Pads

Mr. Rex Engle, JVS Representative**Notes:**

- Newsletter in mail – Issue 14!
- Saturday Craft Fair.

Other Reports: Administrative Standing Committees**Notes:**

None

2019-10-3

It was moved by Gilles, seconded by Neidert to approve the following:

- A. Employ the following individual(s), as indicated, on a 30- or 60-day probationary contract, for the 2019-2020 school year pending completion of all employment requirements, including but not limited to a background check. Proper placement on the negotiated salary schedule pending verification of all prior experience.
- Peter Alston Jr., PT Bus Driver, 60-day probationary contract, effective 10/8/19.
- B. Employ the following individual(s) as certified and/or classified substitutes for the 2019-2020 school year, as indicated, with compensation at the board approved substitute rates pending completion of all employment requirements, including, but not limited to licensure/certification (if required) and a BCII & FBI background check:
- Chelsea Dubbert, Classified, effective 9/24/19
 - Amanda Gallo, Classified, effective 10/4/19
 - Jessica Luca-Crum, Classified, effective 9/24/19

RECORD OF PROCEEDINGS

Minutes of AMHERST EXEMPTED VILLAGE SCHOOL DISTRICT

Regular
MeetingHeld at the M.L. Steele Creative Learning Center at 5:30 p.m. Oct 14,
2019

- C. Approve the changes in building status for the following individuals for the 2019-2020 school year as indicated:
- Tammy Koba Teacher Aide, from Nord to Powers, effective 1/2/20.
 - Barbara Everling, Teacher Aide, from Nord to Powers, effective 1/2/20.
 - Joanne O'Connor, Comet Kids Aide, from Nord to Powers, effective 1/2/20.
 - Mark Morgan, Custodian II, from Nord to Powers, effective 1/2/20.
 - Neil Kirschner, Custodian II, from Nord to Powers, effective 1/2/20.
- D. Grant a supplemental contract to the following individuals for the winter and/or year-round extra-curricular activities during the 2019-2020 school year, pending completion of all employment requirements, including but not limited to Pupil Activity Permit, if required for positions, and a BCII and FBI background check with compensation at the board approved rate as per Attachment 12A.
- E. Grant the following individual(s), who have completed their probationary contract, a limited contract or return to a continuing contract status as indicated:
- Amanda Skiddle, PT Monitor, Nord School, balance of a one-year contract, effective 10/2/19.
- F. Grant Kimberly Haney a \$100 stipend for services as Wellness Representative at M.L. Steele for the 2019-2020 school year, paid through wellness funds provided by LERC, replacing Colleen Pete, who was originally approved as a representative at the 8/12/19 board meeting.
- G. Approve the unpaid parental leave of absence for Kelly Baon, Preschool teacher at Powers, effective 8/18/19 through 8/30/19.
- H. Approve the unpaid parental leave of absence for Sara Kemppinen, Intervention Specialist at M.L. Steele High School, effective 11/15/19 through 1/1/20.
- I. Approve the unpaid medical leave of absence for Jennifer Werner, PT Teacher Aide, effective 9/30/19 through 12/31/19.
- J. Approve the unpaid medical leave of absence for Robin Zimmerlin, PT Bus Driver, effective 9/27/19 through 11/14/19.
- K. Approve the OAPSE Memorandum of Understanding (MOU) amending insurance information in the 2019-2022 Negotiated Agreement, which was inadvertently deleted from the contract, as per Exhibit 12A
- L. Approve the new job descriptions for supplemental advisors as per Attachments 12B, 12C, 12D and 12E. New supplementals as part of the ATA Negotiations will be posted.

RECORD OF PROCEEDINGS

Minutes of AMHERST EXEMPTED VILLAGE SCHOOL DISTRICT

Regular
Meeting

Held at the M.L. Steele Creative Learning Center at 5:30 p.m. Oct 14,
2019

M. Approve Michèle Sturgeon as a ticket seller for girls' soccer. She is to be paid according to the approved 2019-2020 Ancillary salary schedule out of the athletic fund.

N. Approve the following OHSAA Boys and Girls Sectional/District Soccer Tournament workers:

- Tickets: Tammy Klekota
- Game Management: Bill Walker
- Scoreboard: Nick Toney
- Site Administrator: Dave Zvara
- Site Director: Casey Wolf
- Game Secretary: Claudia Schultz
- Athletic Trainer: Tiffany Rathwell

O. Grant supplemental contracts not to exceed the number of hours given, to the following staff for after school tutoring that will be taking place at the End of Course (EOC) Boot Camp at M.L. Steele High School, from 11/5/19 through 12/5/19:

Brian Cesear	12 hours
Kevin Collins	7 hours
Lee Anne Durdak	12 hours
Wendy Lowe	6 hours
Kim Malobabic	7 hours
Emily Marty	6 hours
Kelly Massa	13 hours

P. Authorize the Board President, Superintendent and Treasurer to update the Administrative Support Staff handbook, including, updated salary schedules which provide annual base salary increases of 1.25%, 1.5% and 2.25% for the three years of the agreement. In addition, employees hired before 7/1/11 will pay an additional two (2) percent (13% to 15%) of the medical premium beginning in 2020-2021. All staff hired since 7/1/11 pay 20% as previously negotiated.

Q. Authorize the Board President, Superintendent and Treasurer to update the Administrative Staff handbook, including annual base salary increases of 1.25%, 1.5% and 2.25% for the three years of the agreement. In addition, employees hired before 7/1/11 will pay an additional two (2) percent (13% to 15%) of the medical premium beginning in 2020-2021. All staff hired since 7/1/11 pay 20% as previously negotiated.

Roll call vote:

Gilles, aye; Neidert, aye; Yacobozzi, aye; Zappa, aye; Engle, aye.

2019-10-4

It was moved by Gilles, seconded by Zappa to approve the resolution for District Support Organizations, including Booster Organizations with the exception of Comet Athletic Boosters (CAB) as per Attachment 13A.

Roll call vote:

Gilles, aye; Zappa, aye; Neidert, aye; Yacobozzi, aye; Engle, aye.

RECORD OF PROCEEDINGS

Minutes of AMHERST EXEMPTED VILLAGE SCHOOL DISTRICT

Regular
Meeting

Held at the M.L. Steele Creative Learning Center at 5:30 p.m.

Oct 14,
2019

2019-10-5

It was moved by Gilles, seconded by Neidert to approve the resolution for District Support Organization – Comet Athletic Boosters (CAB), as per Attachment 13B.

Roll call vote:

Gilles, aye; Neidert, abstain; Yacobozzi, aye; Zappa, aye; Engle, aye.

2019-10-6

It was moved by Yacobozzi, seconded by Gilles to approve the following:

- A. Approve the independent contract with Jennifer Ludwig, for her work with the M.L.S. Theatre Company, Troupe 1422, as per Exhibit 13A.
- B. Approve the agreement with WOW for internet access for e-Sports at the M.L. Steele as per Exhibit 13B.
- C. Approve the Ohio High School Athletic Agreement (OHSAA) Site Agreements and for boys and girls' soccer as per Exhibits 13C, 13D, and 13E.

Roll call vote:

Yacobozzi, aye; Gilles, aye; Neidert, aye; Zappa, aye; Engle, aye.

2019-10-7

It was moved by Yacobozzi and seconded by Engle to approve the following:

- A. Approve the change order for alterations to the Creative Learning Center at AJH as per Exhibit 13A.

Roll call vote:

Yacobozzi, aye; Engle, aye; Gilles, aye; Neidert, aye; Zappa, aye.

2018-10-07

It was moved Gilles, seconded by Neidert to approve the following:

- A. Grant CVS Pharmacy, Inc. approval to offer on-site influenza vaccinations during the 2019-2020 school year.
- B. Approve the GMP amendment for Powers Elementary Demolition as per Exhibit 14A.

Roll Call vote.

Gilles, aye; Neidert, aye; Yacobozzi, aye; Zappa, aye; Engle, aye.