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# RECORD OF PROCEEDINGS

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**MINUTES OF DECEMBER 12, 2007, 6:00 PM  
BERKSHIRE BOARD OF EDUCATION**

**REGULAR SESSION  
HIGH SCHOOL LIBRARY**

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\* The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

*In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at every public meeting of the Board and publish rules to govern such participation. These rules are available at each Board meeting. Anyone desiring to speak is asked to make this request in advance. Participants must be recognized by the presiding officer. Comments shall be directed to the presiding officer; not to Board members individually. Board Bylaw 0169.1*

## CALL TO ORDER



## PLEDGE OF ALLEGIANCE

**ROLL CALL:** Mr. Honkala, Mr. Imhof, Mr. Miller, Mrs. Timmons and Mr. Manfredi.

### **APPROVAL OF AGENDA**

Motion made by Mr. Manfredi, seconded by Mrs. Timmons, to approve the agenda as adjusted.

Roll Call: All Ayes. Motion carried.

### **APPROVAL OF MINUTES**

Motion made by Mr. Imhof, seconded by Mr. Honkala, to approve the minutes of the October 1, 2007 Regular Meeting.

Roll Call: All Ayes. Motion carried.

### **TREASURER'S REPORT**

#### **Expenditures:**

Motion made by Mr. Miller, seconded by Mr. Honkala, to approve the expenditures in the amount of \$1,134,338.96 for the month of November and any necessary for December, along with month end reports, including the amended certificate. Total General Fund Certified Revenues: \$10,590,019.11; Total All Other Funds Certified Revenues: \$1,628,339.09.

Roll Call: All Ayes. Motion carried.

#### **Interest Earned:**

The treasurer earned \$16,481.44 in interest in November investments. The total fiscal year-to-date earnings are \$89,248.52. Current interest rate: Star 4.67%, Huntington 5.12%, Charter One 4.43%.

#### **Appropriation Modifications:**

Motion made by Mr. Manfredi, seconded by Mrs. Timmons, to approve all appropriation modifications for December as needed. Total General Fund Appropriations: \$10,457,484; Total All Other Funds Appropriations: \$1,514,212.

Roll Call: All Ayes. Motion carried.

#### **OSBA Legal Assistance Fund:**

Motion made by Mr. Miller, seconded by Mrs. Timmons, to participate in the O.S.B.A. Legal Assistance Fund, which provides assistance to boards of education, for the calendar year 2008 at a cost of \$250.00.

Roll Call: All Ayes. Motion carried.

#### **School District Credit Card:**

Motion made by Mr. Imhof, seconded by Mr. Honkala, to authorize the Treasurer to acquire a school district credit card for monitored district-wide use.

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Mrs. Tramont stated that this issue was previously discussed due to the recommendation of the State Auditors to get a district credit card instead of employees using a credit card for school business that earns bonus rewards.  
Roll Call: All Ayes. Motion carried.

## **Move Inside Millage:**

**TABLED**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Berkshire Board intends to move 2.4 mils of inside millage to permanent improvement for the purpose of providing school buildings, facilities and other school improvements including the debt incurred by the construction of new or renovated school facilities, effective beginning the 2008 tax collection year.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Berkshire Board of Education intends to eliminate 31.8 mils of voted millage for operating through the tax budget process.

## **Intent To Non-Renew P.I. Levy:**

**TABLED**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Berkshire Board of Education does not intend to ask voters to renew its current Permanent Improvement Levy in 2009, currently collecting at 1.2 mils.

The Board intends to take these actions so that there will be no increase in the tax rate as a result of the millage shift, and further intends to do this only if there is no negative impact on its state foundation assistance as a result of being below the 20 mil floor.

## **Burton Public Library Resolution #1:**

Motion made by Mr. Manfredi, seconded by Mr. Imhof, to request certification of millage from the Geauga County Auditor of the dollar amount generated at the request of the Burton Public Library Board of Trustees for the benefit of Burton Public Library.

Roll Call: All Ayes. Motion carried.

*Per the Library Fact Sheet: Present 1 Mill Operating Levy (voted 2000, effective 2001) total at 100% collection - \$189,982. Received in 2007 - \$132,600. Cost \$24.32 annually per \$100,000 home.*

*2007 Total Operating Budget - \$816,000. Salaries and Benefits - \$514,800 (23 employees, 12 fulltime equivalents), Materials - \$113,500 and Services/Building Expenses - \$187,000.*

*Proposed 1.2 Mill Operating Levy – Total at 100% Collection - \$256,964. \$36.75 annually per \$100,000 home, providing an additional \$67,000.*

## **Burton Public Library Resolution #2:**

Motion made by Mr. Honkala, seconded by Mr. Miller, to request a 1.2 mill replacement continuing levy be placed on the ballot of the primary election on March 4, 2008 for the benefit of the Burton Public Library.

Roll Call: All Ayes. Motion carried.

## **VOCATIONAL REPORT**

Mr. Miller reported that they are going with a November election run for building expansion and renovations, a \$43 million project.

## **COMMITTEE REPORTS**

Teacher Evaluation Committee has met and put together a draft evaluation.

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Facilities Committee met and the first major project to be completed is the 4 bathrooms at the High School as soon as school lets out for the summer.

Supplemental Committee will meet in January.

Mr. Honkala reported that the Athletic Boosters are in the red right now. Bingo is not going well and that usually brought in a substantial amount of money. They will be closing down bingo until January. Boosters are hurting and we cannot rely on them as much as we have in the past for support for athletics.

## **SUPERINTENDENT'S REPORT AND RECOMMENDATIONS (PRINCIPALS' UPDATES)**

Mr. Knapp highlighted his "Redirecting Our Efforts" newsletter – Issue 4. Includes some updates on the building project and cost of the various options we are facing.

### **PERSONNEL:**

#### *Certified:*

Motion made by Mrs. Timmons, seconded by Mr. Manfredi, to accept the retirement resignation of James Knapp, Superintendent, effective 7/31/08.

Roll Call: All Ayes. Motion carried.

Motion made by Mrs. Timmons, seconded by Mr. Honkala, to approve substitute teachers on County ESC List.

Roll Call: All Ayes. Motion carried.

Motion made by Mr. Honkala, seconded by Mrs. Timmons, to approve a Supplemental Contract (sports supplementals are dependent on sufficient numbers of students signing up and paying pay to participate fees.) for Tanya Klingman, Mentor (Rachel Beardsley-Holbert).

Roll Call: All Ayes. Motion carried.

#### *Classified:*

Motion made by Mr. Manfredi, seconded by Mr. Miller, to approve Halcyon Domanski as a classified substitute (fingerprinting and TB test completed).

Roll Call: All Ayes. Motion carried.

Motion made by Mr. Honkala, seconded by Mrs. Timmons, to approve the transfer of Lavada Hanley to the position of Executive Secretary, effective January 2, 2008, at a salary of \$39,000, plus SERS pickup.

Roll Call: All Ayes. Motion carried.

Motion made by Mr. Honkala, seconded by Mr. Imhof, to approve the following people to administer medication for the 2007-2008 school year, per the Administering Medication – Board of Education Policy (#5331[c]) requires that the Board of Education assign to specific employees the responsibility of storage and administration of medication following in-service by, and under the supervision of, the school nurse.

- a. Bus Aide Emergency Diastat Administration:

Sheila Fabiny

Stephanie Butler

- b. Medication to student during out of school learning experiences:

Tamara Beitzel

Judy Lester

Roll Call: All Ayes. Motion carried.

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Motion made by Mr. Miller, seconded by Mr. Manfredi, to name Tim Honkala as President Pro Tem until new president is elected at the organizational meeting.

Roll Call: All Ayes. Motion carried.

Neola Policies – First Reading – to be approved at the January meeting:

Revised Policies:	1240.01	2430	2431	2623
	3120.08	3139	3142	4121
	4139	4140	5111	5517.01
	5540	9800		
New Policies:	1340	1541	3140	4120.08
	8141			
Replacement Policies:		3121	5611	8600.04

## Old Business

None.

## New Business

None.

## Open Public Participation

The organizational meeting of the Board of Education has been set for January 9, 2008, at 6:30 p.m. in the high school library with the regular meeting to follow immediately. The Budget Hearing is set for 6:00 p.m. prior to the organizational meeting. Notice to be put in paper announcing the meeting times and dates.

Mr. Knapp reported that the Chamber of Commerce sponsored the Scarecrow Ball at the end of September with 3 beneficiaries to receive the proceeds of the money raised. 1) The Historical Society 2) The Maple Sugar House 3) Berkshire Schools Athletic Boosters and SPTO. Each group received about \$12,000. The money received by the School District will be split evenly with the Booster and the SPTO. It was a great event and they will be holding it again next year.

## Adjournment

Motion by Mr. Imhof, seconded by Mrs. Timmons, to adjourn the meeting.

Roll Call: All Ayes. Motion carried.

Meeting was adjourned at: 6:17 p.m.

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Mr. Tim Honkala, President

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Mrs. Merry Lou Tramont, Treasurer