

---

# RECORD OF PROCEEDINGS

---

MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION

---

\* 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*



## PLEDGE OF ALLEGIANCE

**Roll Call:** Mr. Wadsworth, Mr. Boyd, Mrs. Brown, Mrs. Raikes, Mr. Manfredi-present

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the current agenda and minutes from February 8, 2016, regular meeting and minutes from February 24, 2016 special meeting.

Discussion: None

Roll Call: Mr. Manfredi-aye, Mr. Boyd-aye, Mrs. Brown-aye, Mrs. Raikes-aye,  
Mr. Wadsworth-aye  
Motion Carried.

### **Treasurer's Report:**

Let the records reflect that – The Treasurer has submitted a statement to the board and to the Superintendent showing the revenues and receipts from whatever sources derived, the various appropriations made by the board, the expenditures and disbursements therefrom, the purposes thereof, and the balances remaining in each fund. The financial statements for the period ending **February, 2016**, submitted subject to audit and include: Financial Summary, Appropriations and Revenue Summary, Check Register Recap, and Bank Reconciliation per *ORC 3313.29*.

### **Presentation:**

Maggie Lynch from Auburn Career Center gave an update on the educational side of the career center. The career center is looking at adding college credit plus options within the technical program so students do not have to choose one or the other. Auburn would assume all costs associated with the program. Berkshire currently has 53 students attending Auburn.

### **Resolution Accepting Tax Rates**

Motion made by Mr. Boyd, seconded by Mr. Manfredi to approve the following resolution as required by the Tax Budget Commission.

# RECORD OF PROCEEDINGS

*MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION*

*REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION*

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.**

WHEREAS, this Board of Education in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing on July 1<sup>st</sup>, 2016 and WHEREAS, the Budget Commission of Geauga County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill limitation; therefore, be it RESOLVED, By the Board of Education of the Berkshire Local School District, Geauga County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further RESOLVED, that there be and is hereby levied on the tax duplicate of said School District the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

| <b>SCHEDULE A</b>   |   |  |  |                       |
|---|---|--|--|-----------------------|
| <b>SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITORS ESTIMATED TAX RATES</b> |   |  |  |                       |
| FUND  | Amount to be Derived from Levies Outside 10 Mill Limitation | Amount Approved by Budget Commission Inside 10 Mill Limitation | County Auditor's Estimate of Tax Rate to be Levied |                       |
|   |   |  | Inside 10 Mill Limit                               | Outside 10 Mill Limit |
| General Fund  | 5,430,340.00  | 1,489,798.00   | 4.50   | 45.30                 |
| Library Fund  | 383,853.00  | 0  |  | 1.70                  |
| Permanent Improvement   | 360,933.00  | 0  |  | 2.50                  |
| <b>TOTAL</b>  | <b>6,175,126.00</b>   | <b>1,489,798.00</b>  | <b>4.5</b>   | <b>49.50</b>          |

---

# RECORD OF PROCEEDINGS

---

MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION

---

| <b>SCHEDULE B<br/>LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES</b>                     |   |   |
|---|---|---|
| <b>GENERAL FUND</b>   | <b>Maximum Rate<br/>Authorized<br/>to Be Levied</b> | <b>County Auditor's<br/>Estimate of<br/>Yield of Levy<br/>(Schedule A, Col 1)</b> |
| 26.10 Current expense levy authorized by voters on 1976 and Prior not to exceed - Continuing - years. | 26.10   | 2,718,670.00  |
| 5.0 Current expense levy authorized by voters on 11-08-1977 not to exceed - Continuing - years.       | 5.00  | 520,818.00  |
| 4.70 Current expense levy authorized by voters on 08-02-1983 not to exceed - Continuing - years.      | 4.70  | 706,814.00  |
| 4.50 Current expense levy authorized by voters on 11-05-1985 not to exceed - Continuing - years.      | 4.50  | 676,736.00  |
| 5.0 Current expense levy authorized by voters on 05-03-1988 not to exceed - Continuing - years.       | 5.00  | 807,302.00  |
| <b>TOTAL General Fund outside 10 mill Limitation</b>  | <b>45.30</b>  | <b>5,430,340.00</b>   |

# RECORD OF PROCEEDINGS

MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION

| <b>SCHEDULE B</b>   |  |   |
|---|--|---|
| <b>LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES</b>                                  |  |   |
| NON-GENERAL FUND  | Maximum Rate<br>Authorized<br>to Be Levied | County Auditor's<br>Estimate of<br>Yield of Levy<br>(Schedule A, Col 1) |
| 2.50 Permanent Improvement Fund levy authorized by voters on 11/05/13 not to exceed - five - years. | 2.50                                       | 360,933.00  |
| 1.2 Burton Library Fund levy authorized by voters on 5-06-14 not to exceed - Continuing - years.    | 1.70                                       | 383,853.00  |
|   |  |   |

and be it further RESOLVED, that the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Discussion: None

Roll Call: Mr. Boyd-aye, Mrs. Brown-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye,  
Mr. Manfredi-aye  
Motion Carried.

**Appropriation Changes:**

Motion made by Mrs. Raikes, seconded by Mr. Boyd to Establish new funds and appropriations for the following accounts.

|                            |              |
|----------------------------|--------------|
| Straight A OSU Grant       | + 157,000.00 |
| OSU Master Gardening Grant | + 433.84     |

Discussion: Mrs. Brown asked what the OSU Master Gardening Grant was for. Mrs. McCaffrey stating it was a grant that Mrs. Maske and the science department received.

Roll Call: Mrs. Brown-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Manfredi-aye,  
Mr. Boyd-aye  
Motion Carried.

**Then and Now**

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the following Then and Now Encumbrance:

---

# RECORD OF PROCEEDINGS

---

MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION

---

Smith, Peters, Kalail                      Legal Services                      \$4,242.27

Discussion: Mr. Boyd asked what this encumbrance was for. Mrs. McCaffrey explained that it was for legal fees and that the encumbrance was open but did not have enough to cover the invoice total.

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Manfredi-aye, Mr. Boyd-aye,  
Mrs. Brown-aye  
Motion Carried.

## **Donation:**

Motion made by Mrs. Raikes, seconded by Mr. Boyd to approve the following donations:

Cleveland Natural History Museum - Misc. Rock Specimens

Discussion: Mrs. Brown asked where these donations were going. Mrs. McCaffrey explained that the rocks would be used in the high school science department.

Roll Call: Mr. Wadsworth-aye, Mr. Manfredi-aye, Mr. Boyd-aye, Mrs. Brown-aye,  
Mrs. Raikes-aye  
Motion Carried.

## **Advance Return**

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the following:

\$120,000.00 From Fund 003- Perm. Improvement to Fund 001 – General Fund

Discussion: Mrs. Raikes asked why we do this. Mrs. McCaffrey explained that the general fund advances monies to the permanent improvement fund so that we can start projects before the tax dollars are received. This motion is paying back the advanced monies.

Roll Call: Mr. Manfredi, Mr. Boyd, Mrs. Brown, Mrs. Raikes, Mr. Wadsworth-aye  
Motion Carried.

## **Vocational Report**

Roger Miller gave updated on the facilities side of Auburn Career Center. This summer, Auburn Career Center will have about \$350,000 worth the projects to complete. This includes lots of little things. No roof or parking lot this year.

---

# RECORD OF PROCEEDINGS

---

MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION

---

## Committee Reports

Mr. DeLong reported that the tech committee met and created the 5 year tech plan. He also added April 5<sup>th</sup> will be another staffing committee meeting.

Mrs. Brown also added that the After Prom Committee is doing a fantastic job at raising money for Berkshire After Prom.

## SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:

### Certified:

Motion made by Mrs. Brown, seconded by Mr. Wadsworth to approve the resignation of Shannon Moore as assistant softball coach.

Discussion: None

Roll Call: Mr. Boyd-aye, Mrs. Brown-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye,  
Mr. Manfredi-aye  
Motion Carried.

Motion made by Mrs. Raikes, seconded by Mr. Boyd to approve the following supplemental contracts:

- |                    |                                   |
|--------------------|-----------------------------------|
| • Kelsey Kimmel    | Junior High Track Coach           |
| • David List       | Strength Coach (Second Semester)  |
| • Thad Youngen     | Junior High Track Coach           |
| • Dominic Gattozzi | Spring Musical Assistant Director |
| • Taylor Simons    | Assistant Softball Coach          |

Discussion: Mrs. Raikes asked if all the proper paperwork had been received. Mr. Delong said all paperwork was received.

Roll Call: Mrs. Brown-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Manfredi-aye,  
Mr. Boyd-aye  
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the following volunteers:

- |                    |          |
|--------------------|----------|
| • Nicole Kiczek    | Track    |
| • Brittany Bakalar | Softball |

Discussion: Mr. Delong mentioned these are both staff members,

---

# RECORD OF PROCEEDINGS

---

*MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION*

*REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION*

---

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Manfredi-aye, Mr. Boyd-aye,  
Mrs. Brown-aye  
Motion Carried.

Motion made by Mrs. Raikes, seconded by Mrs. Brown to approve Michelle Sivillo as a Title I tutor for one hour per week for the remainder of the school year at \$15.00 per hour.

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Manfredi-aye, Mr. Boyd-aye, Mrs. Brown-aye,  
Mrs. Raikes-aye  
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mrs. Brown to approve the homebound certified tutor rate to be \$25 per hour, effective March 14, 2016, including mileage at the IRS rate.

Discussion: None

Roll Call: Mr. Manfredi-aye, Mr. Boyd-aye, Mrs. Brown-aye, Mrs. Raikes-aye,  
Mr. Wadsworth-aye  
Motion Carried.

## **Classified:**

Motion made by Mrs. Brown, seconded by Mr. Wadsworth to approve the following supplemental contracts:

- Edward Jones                      Junior High Track Coach
- John Dingman                     Assistant Track Coach
- Ed Harden                         Spring Musical Technical Director
- Leroy Moore                      Assistant Softball Coach

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Manfredi-aye, Mr. Boyd-aye, Mrs. Brown -aye,  
Mrs. Raikes-aye  
Motion Carried.

---

# RECORD OF PROCEEDINGS

---

MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION

---

## **Business:**

Motion made by Mr. Manfredi, seconded by Mr. Body to approve the third and final reading for the following NEOLA Policies New/Revisions/Deletions:

1130

Discussion: None

Roll Call: Mr. Boyd-aye, Mrs. Brown-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye,  
Mr. Manfredi-aye  
Motion Carried.

Motion made by Mrs. Raikes, seconded by Mr. Manfredi, to approve the Berkshire Jr./Sr. High School Course Fees for the 2016/2017 school year.

Discussion: Mr. Manfredi asked what the fees were compared to this year. Mr. Delong explained that Life Studies increased by \$2, Exploring Foods, Nutrition/Wellness and Culinary Creations all increased by \$3 and Principals of Food and Honors Biology are new courses.

Roll Call: Mrs. Brown-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Manfredi-aye,  
Mr. Boyd-aye  
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mrs. Brown to approve the 2016/2017 school year calendar.

Discussion: Mr. Manfredi asked Mr. Delong if everyone had a chance to look and approve this calendar to ensure no changes will be made. Mr. Delong assured to Board everyone looked and approved of it so no changes will be made.

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Manfredi-aye, Mr. Boyd-aye,  
Mrs. Brown-aye  
Motion Carried.

Motion made by Mr. Wadsworth, seconded by Mrs. Raikes to appoint Kristine Thompson to fulfil the vacancy by Donna Matzek on the Burton Library Board of Trustees

Discussion: Mrs. Brown commented that Kristine is great.

Roll Call: Mr. Wadsworth-aye, Mr. Manfredi-aye, Mr. Boyd-aye, Mrs. Brown-aye,  
Mrs. Raikes-aye  
Motion Carried.



---

# RECORD OF PROCEEDINGS

---

MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION

---

## Old Business

None

## New Business

Motion made by Mr. Wadsworth, seconded by Mr. Manfredi to approve the Five Year Technology Plan.

Discussion: None

Roll Call: Mr. Manfredi-aye, Mr. Boyd-aye, Mrs. Brown-aye, Mrs. Raikes-aye,  
Mr. Wadsworth-aye  
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the following resolution of

WHEREAS, effective June 30, 2015, and in accordance with and pursuant to Ohio Revised Code Section 3311.22, all of the territory of the Ledgemont Local School District was transferred to the Berkshire Local School District; and

WHEREAS, pursuant to this transfer, the legal title of all property of the Board of Education in the Ledgemont Local School District became vested in the Board of Education of the Berkshire Local School District,

WHERE AS, The Berkshire Board of Education, (The District) in compliance with the Frances Spatz Leighton Testamentary Trust, (The Trust), believes the requested disbursements hereinafter specified are consistent with the objectives of The Trust as set forth in pages seven and eight of the November 5, 2010 Order of the Circuit Court of Fairfax County, VA, and hereby authorizes and requests that William C. Hofstetter as Trustee of the Trust to make the specified disbursements for the benefit of Ledgemont Elementary as and when requested and as directed by Mr. Douglas DeLong and Mrs. Kimberly Brown;

WHERE AS, The District has compiled a comprehensive five year technology plan for the District which includes hardware and software purchases for Berkshire High School, Ledgemont Elementary School and Burton Elementary School. This request pertains specifically to technology purchases at Ledgemont Elementary, which serves children in Thompson and Montville Townships. All assets purchased with funds from The Trust will be held and used exclusively at Ledgemont Elementary. The District requests the following:

---

# RECORD OF PROCEEDINGS

---

MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION

---

Purchase of Google Chromebooks, or equivalent device, to include all ancillary costs including charging stations, mobile storage carts, cost of initial programming and staff training on classroom use, and to replace Smart Boards, or equivalent devices, and projectors as outlined in Exhibit A, in an amount not to exceed:

|                  |          |
|------------------|----------|
| Fiscal Year 2017 | \$18,000 |
| Fiscal Year 2018 | \$18,000 |
| Fiscal Year 2019 | \$19,000 |
| Fiscal Year 2020 | \$26,000 |
| Fiscal Year 2021 | \$18,000 |

WHEREAS, the Berkshire Board of Education FURTHER RESOLVES THAT William C. Hofstetter as Trustee may accept and rely upon each of the subsequent written requisition(s) from and by the designated officer(s) set forth, above, at face value:

1. That the Board and/or such authorized officer(s) or other agent(s) of the Board have performed reasonable due diligence in the selection of vendors and negotiation of any contracts and monitoring of performance by each such vendor; and
2. That in all events title to any assets so purchased or improvements so made, shall vest solely and exclusively in the Board, and likewise, any duties of performance and/or warranties of the several vendors shall run in favor of the Board only as beneficiary (and not to the Trust); and
3. Any contracts for employment or for services shall be solely with the Berkshire Board of Education; and not with the Trust; and
4. The awarding or letting of any purchase orders or contracts by or for the benefit of the Board will comply in all respects with all applicable laws and regulations; and
5. Once any authorized funds have been disbursed as directed/requested, the Board will indemnify and hold the Trust and William C. Hofstetter as Trustee harmless from any claims whatsoever by the vendor(s), contractor(s), employee(s) or any other persons to whom disbursements have been made, or from any third parties whatsoever, concerning the awarding of any contracts.

THEREFORE, the Board hereby resolves to adopt the resolution.

Discussion: Mrs. Raikes asked Mr. Delong if he contacted the Leighton Trust Board regarding this. Mr. Delong responded that he had not.

Roll Call: Mr. Boyd-aye, Mrs. Brown-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye,  
Mr. Manfredi-aye  
Motion Carried.

---

# RECORD OF PROCEEDINGS

---

MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION

---

Mr. Delong reported that on March 22 a Career Day will be held at Kent Geauga. This is in conjunction with the Geauga Growth Partnership. This will be the fourth year and every student in grades 10-12 will be attending.

## **Board Member Discussion**

None

## **Open Public Participation**

Roger Miller asked the status of the Kent Geauga consolidated school. Mr. Delong answered by stating that he missed the last meeting at Kent but is looking to move forward. Roger also added that West Geauga would love to be a part of this.

Rick Loveland-Montville, is glad to see the Board moving forward with the Leighton Trust. Also asked why we are only asking for a portion of what is available. Mrs. McCaffrey responded by saying they are only asking for what the district needs and will have to go through this again for year 6-10 since it is just a 5 year plan. There may be an option of the Trust donating all funds and setting up a restricted account with Berkshire to ensure that money is only spent on the Ledgemont Elementary building. Rick also asked the status of the volleyball coaching position at Berkshire. Mr. Delong responded that there is interest from a current staff member.

Denise Scott presented the Board with a petition that was signed by 26 people for the Board to look at new coaching options for the girls' varsity basketball program.

Barb Lillibridge showed support of the basketball coaching staff and stated it is a work in progress but the program has gotten better. She also mentioned with Ledgemont this year, people just have to work together and get acquainted with one another. She wants to see Dennis Lory remain the girls basketball coach.

Colleen Luoma has a senior that was a Ledgemont student. She said there have never been problems like there has been this year with coach Lory. She claimed the coach took her into the locker room by herself and screamed and yelled at her. She also mentioned there have been several sexual comments made towards her. She stated she tried to talk to the athletic director about this and was shut down.

Kristen Santos-basketball assistant coach spoke in support of coach Lory. She said he is very invested and dedicated to the basketball program. He is a good coach, although no perfect. She

---

# RECORD OF PROCEEDINGS

---

MINUTES OF MARCH 14, 2016 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR MEETING  
BERKSHIRE BOARD OF EDUCATION

---

wishes some of the letters were brought up at the time the issues arose so they could have been addressed instead of waiting until after the season was over.

Shawn Ritts was an assistant coach at Ledgemont. He agrees as a coach, you are never going to please everyone. His concern is the basics and fundamentals within the basketball program. He says there are not being taught and does not see the program moving in the right direction.

Hailey Sedivy, a 2009 Berkshire graduate supports Dennis Lory. She stated by high school age, the fundamentals and basics of the game should already be down. He was a part of her life in high school and still is to this day. She also mentioned that the problem is not with the basketball players but with the parents.

Bill Scott has a junior at Berkshire and stated his daughter does not want to play next year if Dennis Lory is the coach again. He feels he does not take responsibility for his actions as coach.

## **Executive Session:**

Pursuant to Ohio Revised Code Section 121.22(G)(1), we hereby move that the Board adjourn to executive session for the purpose of personnel matters.

Motion by Mrs. Raikes, seconded by Mr. Manfredi, to enter executive session to discuss personnel matters at 6:58 p.m.

Board entered Executive Session at 7:03 p.m.

Board exited Executive Session at 7:51 p.m.

## **Adjournment**

A motion made by Mr. Boyd, seconded by Mr. Manfredi to adjourn the meeting at 7:52 p.m.

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Manfredi-aye, Mr. Boyd-aye, Mrs. Brown-aye  
Motion Carried.

---

Mrs. Kim Brown

President

---

Mrs. Beth McCaffrey

Recorder of Proceedings