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# RECORD OF PROCEEDINGS

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**MINUTES OF February 13, 2012 5:00 PM  
BERKSHIRE BOARD OF EDUCATION**

**REGULAR MEETING  
BERKSHIRE BOARD OFFICE**

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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*

## **SPECIAL MEETING**

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**



**Roll Call:** Mr. Miller, Mr. Honkala, Mr. Koster, Mr. Manfredi  
Ms. Timmons, Absent

Motion made by Mr. Miller, seconded by Mr. Koster to approve Agenda and Minutes from January 9, 2012 organizational and regular meeting and the minutes from January 13, 2012 special meeting.

Roll Call: Four Ayes, One Absent  
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 **January, 2012** submitted subject to audit and include: Financial Summary, Appropriations and Revenue Summary, Check Register Recap, and Bank Reconciliation per *ORC 3313.29*.

### **Vocational Report**

Mr. Miller announced the development of a business/student partnership is underway at Auburn Career Center. Kennametal has established a training room dedicated to training on equipment used in their facilities.

### **Committee Reports**

Mr. DeLong said the facilities committee will meet this month.

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## **SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:**

Presentation: Staff Member of the Month:

Mindy Cannella – Berkshire Junior/Senior High School  
Linda Claypool - Burton Elementary

### Certified:

Motion made by Mr. Miller, seconded by Mr. Manfredi to approve Level change on Salary Schedule for the following staff, per proper certification:

- Janet Sherman from Level IV to Level V
- Debbrah Zenz from Level V to Level VI
- Nichole Hess from Level II to Level IV

Roll Call: Four Ayes, One Absent  
Motion Carried

Motion made by Mr. Honkala, seconded by Mr. Koster to approve Jean Dingman as a Nurse Assistant Substitute for a certified substitute salary of \$78.00 per day with no benefits.

Roll Call: Four Ayes, One Absent  
Motion Carried

Motion made by Mr. Manfredi, seconded by Mr. Miller to approve the following supplementals for sixth grade camp, May 15<sup>th</sup> – 18<sup>th</sup>, 2012, with salary per negotiated Contract (with expenses being reimbursed by the Burton Elementary PTO):

- |                  |                  |
|------------------|------------------|
| • Amy Hochschild | Camp Coordinator |
| • Chris Kostiha  | Camp Counselor   |
| • Janet Duns     | Camp Counselor   |
| • Rachel Holbert | Camp Counselor   |
| • Brent Gardner  | Camp Counselor   |

Roll Call: Four Ayes, One Absent  
Motion Carried

Motion made by Mr. Honkala, seconded by Mr. Manfredi to approve chaperones for 8<sup>th</sup> grade Washington DC trip, March 29-31, 2012:

- Richard Guthrie to dispense medications

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- Ruth Moore to dispense medications

Roll Call: Four Ayes, One Absent  
Motion Carried

Classified:

Motion made by Mr. Koster, seconded by Mr. Honkala to approve chaperone for 8<sup>th</sup> grade Washington DC trip, March 29-31, 2012:

- Hannah Bomback

Roll Call: Four Ayes, One Absent  
Motion Carried

**Old Business**

None

**New Business**

Motion made by Mr. Miller, seconded by Mr. Manfredi to approve the 2012-2013 class fees for the Berkshire High School per attached list.

Roll Call: Four Ayes, One Absent  
Motion Carried

**Open Public Participation**

None

**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.

Motioned by Mr. Miller, seconded by Mr. Manfredi to enter into executive session to discuss personnel matters.

Roll Call: Four Ayes, One Absent  
Motion Carried

Mr. Reedy and Mrs. Sabol were asked to remain for executive session.

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The Board entered into executive session at 6:30 p.m.

The Board exited executive session at 7:45 p.m.

## **Adjournment**

Motion made by Mr. Miller, seconded by Mr. Manfredi, to adjourn the meeting.

Roll Call: Four Ayes, One Absent  
Motion Carried

Meeting Adjourned at 7:45 p.m.

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Mr. Timothy Honkala      President

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Mrs. Beth McCaffrey      Recorder of Proceedings