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# RECORD OF PROCEEDINGS

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**MINUTES OF JULY 14, 2014 6:00 P.M.  
BERKSHIRE BOARD OF EDUCATION**

**REGULAR BOARD MEETING  
BERKSHIRE BOARD OF EDUCATION**

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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*



## PLEDGE OF ALLEGIANCE

**Roll Call:** Mr. Koster, Mr. Manfredi, Mr. Honkala, Mr. Miller – present, Mrs. Brown - absent

Motion made by Mr. Honkala, seconded by Mr. Koster to approve the current agenda and the minutes from the June 9, 2014, regular board meeting and June 7, 2014 and June 24, 2014, special board meeting.

Roll Call: All Ayes, One Absent  
Motion Carried.

### **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.

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

Roll Call: Four Ayes, One absent  
Motion Carried.

The Board entered into executive session at 6:01 p.m.

The Board exited executive session at 6:55 p.m.

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

#### **Expenditures and Interest Earned:**

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 **June, 2014** submitted subject to audit and include: Financial Summary, Appropriations and Revenue Summary, Check Register Recap, and Bank Reconciliation per *ORC 3313.29*.

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## **Approve Bus Purchase:**

Motion made by Mr. Honkala, seconded by Mr. Manfredi to approve the purchase of one bus through the Ohio Schools Council Cooperative School Bus Purchasing program. The lowest and best bid is awarded to Meyers Equipment at a base price of \$80,511 with options to be determined. The Treasurer is authorized to pursue lease financing for this bus.

Roll Call: Four Ayes, One absent  
Motion Carried.

## **Then and Now Invoices:**

Motion made by Mr. Miller, seconded by Mr. Honkala to approve the following Then and Now Encumbrances:

Geauga ESC	4 <sup>th</sup> Quarter Group Home	\$ 4,898.70
Geauga ESC	MD Classroom Costs	\$34,821.00
Geauga ESC	Preschool April/May	\$15,855.03

Roll Call: Four Ayes, One absent  
Motion Carried.

## **Transfers/Advances**

Motion made by Mr. Manfredi, seconded by Mr. Miller to approve the following cash transfers/advance from the General Fund:

Fund 300	Transfer	Athletics	25,000.00
Fund 009	Transfer	Uniform Supply	15,000.00
Fund 024	Transfer	Insurance	275,000.00
Fund 006	Transfer	Cafeteria	40,000.00
Fund 035	Transfer	Termination Benefits	67,772.00
Fund 003	Advance	PI	100,000.00

Roll Call: All Ayes, One Absent  
Motion Carried.

## **Permanent Appropriations**

Motion made by Mr. Koster, seconded by Mr. Manfredi to approve the following permanent appropriations:

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<u>General Fund</u>	11,221,250.00
<u>Special Revenue Funds:</u>	
Principals Fund	30,000.00
Misc. Grants	6,026.11
Athletics	76,803.00
EMIS	4,000.00
One Net	3,600.00
Title VIB IDEA Part B	193,459.62
Title I	271,053.39
Title IIA – Improving Teacher Quality	39,632.05
Termination Fund	100,000.00
<u>Capital Projects Fund:</u>	
Permanent Improvement	415,435.00
<u>Enterprise Funds:</u>	
Food Service	242,000.00
Uniform School Supplies	45,500.00
<u>Internal Service Funds</u>	
Rotary	11,500.00
Elementary Fund	2,500.00
Self Insurance Fund	375,000.00
<u>Fiduciary Fund:</u>	
Student Activities Fund	85,000.00
 <b>Total Permanent Appropriations</b>	 <b><u><u>13,122,759.17</u></u></b>

Roll Call: All Ayes, One Absent  
Motion Carried.

## **Income Tax Resolution:**

Motion made by Mr. Honkala, seconded by Mr. Koster to approve the resolution proposing the levy of an annual tax for current operation expenses on the school district income of individuals and determining to proceed with the submission of said levy of .50% earned income.

Roll Call: Mr. Manfredi -Aye, Mr. Koster -Aye, Mr. Honkala -Aye, Mr. Miller -Aye  
Mrs. Brown -Absent

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## **Vocational Report**

Mr. Miller reported that they have hired a new Treasurer at Auburn Career Center. They are also discussing plans for the \$5.1 million Straight A Grant.

## **Committee Reports**

None

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:

## **Personnel:**

Motion made by Mr. Honkala, seconded by Mr. Koster to approve the following Resolution:

WHEREAS, there is an opening in the position of Principal; and

WHEREAS, Steve Reedy has been recommended for the position.

NOW, THEREFORE, BE IT RESOLVED, that Steve Reedy be re-employed in the position of Principal beginning on August 1, 2014, and continuing through June 30, 2015.

BE IT FURTHER RESOLVED, that it is hereby found and determined that all formal action of this Board concerning and/or relating to the adoption of this Resolution was taken in an open meeting of this Board and that all deliberations of this Board and any of its committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Roll Call: Mr. Manfredi -Aye, Mr. Koster -Aye, Mr. Honkala -Aye, Mr. Miller -Aye  
Mrs. Brown -Absent

Motion made by Mr. Miller, seconded by Mr. Honkala to approve the following Resolution:

WHEREAS, the Berkshire Board of Education has adopted a Pay to Participate Policy, therefore be it resolved, that all fees required to participate in any of the activities must be paid in full or payment arrangements agreed upon before participation can begin. This also includes any fees that are past due prior to the adoption of this resolution.

BE IT FURTHER RESOLVED, that prior classroom and extra-curricular fees that are outstanding will result in access to the student portal records being denied. Any student with outstanding fees will not be permitted to walk at graduation.

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The authorization provided by this resolution shall commence on July 1, 2014.

Roll Call: Mr. Manfredi -Aye, Mr. Koster -Aye, Mr. Honkala -Aye, Mr. Miller -Aye  
Mrs. Brown -Absent

## **A. Certified:**

### **Personnel:**

#### **Certified:**

Motion made by Mr. Honkala, seconded by Mr. Koster to approve a one year Limited Contract to the following with salary and benefits per negotiated agreement:

- Cindy Metzung Guidance Counselor, Level VI, Step 1, three (3) days per week
- Lauren Hull Elementary Music, Level I, Step 0

Roll Call: All Ayes, One Absent  
Motion Carried.

Motion made by Mr. Honkala, seconded by Mr. Miller to approve Level change on salary schedule move for Sara O'Connor from Level IV, Step 13, to Level V, Step 13, effective the 14/15 school year:

Roll Call: All Ayes, One Absent  
Motion Carried.

Motion made by Mr. Honkala, seconded by Mr. Koster to approve the following certified supplemental for the 2014/2015 school year:

- Janet Duns Sixth Grade Math Counts Advisor
- Sara O'Connor BPDC Chair
- Tracy Rea BPDC Recorder
- Janet Duns BPDC Member
- Nancy Harris BPDC Member
- Ruth Moore BPDC Member
- Kim Fiest BPDC Member

Roll Call: All Ayes, One Absent  
Motion Carried.

### **Classified:**

Motion made by Mr. Manfredi, seconded by Mr. Miller to approve Jaime Berman as a volunteer for the Badgerettes.

Roll Call: All Ayes, One Absent  
Motion Carried.

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Motion made by Mr. Honkala, seconded by Mr. Koster to approve a One Year Limited Contract to Jeff Kwasniewski for Technology Manager.

Roll Call: All Ayes, One Absent  
Motion Carried.

Motion made by Mr. Miller, seconded by Mr. Honkala to approve a One Year Limited Contract to Lisa Porter, high school secretary, three days a week, 8 hours per day, \$13.13 an hour, for the 2014/2015 school year:

Roll Call: All Ayes, One Absent  
Motion Carried.

Motion made by Mr. Miller, seconded by Mr. Koster to approve a One Year Limited Contract to Cindy Metzger, elementary secretary, two days a week, \$13.13 an hour, for the 2014/2015 school year:

Roll Call: All Ayes, One Absent  
Motion Carried.

Motion made by Mr. Honkala, seconded by Mr. Manfredi to approve the following classified supplemental contracts for the 14/15 school year (pending sufficient number of students participating):

- |                  |   |
|------------------|---|
| • Jessica Ronyak | Head Volleyball Coach                         |
| • Jay Carroll    | Jr. High Football Coach                       |
| • Kevin Stacy    | Jr. High Football Coach                       |
| • Pat Casseday   | 7 <sup>th</sup> Grade Girls' Basketball Coach |
| • Jenna Golic    | JV Volleyball Coach                           |

Roll Call: All Ayes, One Absent  
Motion Carried.

Motion made by Mr. Miller, seconded by Mr. Koster to approve the following classified substitutes for the Berkshire Schools, effective with the 14/15 school year:

- Cindy Osborne
- Stanley Osborne

Roll Call: All Ayes, One Absent  
Motion Carried.

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**Business:**

Motion made by Mr. Manfredi, seconded by Mr. Miller to approve Burton Public Library Tax Budget for FY 2015.

Roll Call: All Ayes, One Absent  
Motion Carried.

Motion made by Mr. Koster, seconded by Mr. Miller to approve a contract for special education services provided by Positive Education Program (PEP) for one student for the 2014/2015 school year.

Roll Call: All Ayes, One Absent  
Motion Carried.

Motion made by Mr. Honkala, seconded by Mr. Miller to approve an eighth grade trip from March 25-28, 2015, to Philadelphia and Washington DC.

Roll Call: All Ayes, One Absent  
Motion Carried.

Motion made by Mr. Honkala, seconded by Mr. Manfredi to approve the following medication administration staff to disperse medication for the 14/15 school year:

Berkshire Jr./Sr. High School - Steve Reedy, Kelly Timmons, Maryalice Horton, Nancy Sherbondy

Burton Elementary - Mandy Randles, Jennifer Ambrose, Barb Lillibridge, Mary Jo Paul, Jennifer, Chase, Kim Feist, Gina Kriz, Kristina Neumore, Roxie Musachio, Chris Kostiha, Michelle Peters, Sara O'Connor

Roll Call: All Ayes, One Absent  
Motion Carried.

Motion made by Mr. Miller, seconded by Mr. Honkala to approve the Second Reading for the following NEOLA Policies New/Revisions/Deletions:

0150 (0151.1)	1630.01	1662	3362	3419.01	3419.02
3430.01	4362	4419.01	4430.01	5111	5517
5517.01	5630.01	5630.01	6144	6151	7217
7510.01	8510				

Roll Call: All Ayes, One Absent  
Motion Carried.

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Motion made by Mr. Manfredi, seconded by Mr. Honkala to increase the medical deductible with Medical Mutual to \$5,000 while still retaining the maximum out of pocket to the employees of \$600 for single coverage and \$1,200 for family coverage.

Roll Call: All Ayes, One Absent  
Motion Carried.

## **Old Business**

Mr. Delong reported that the three waiver ways were approved by ODE. They are September 12, September 30 and November 4.

## **New Business**

None

## **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 matters.

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

Roll Call: Four Ayes, One absent  
Motion Carried.

The Board entered into executive session at 7:45 p.m.

The Board exited executive session at 8:40 p.m.



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## **Adjournment**

Motion made by Mr. Manfredi, seconded by Mr. Miller, to adjourn the meeting at 8:40 p.m.

Roll Call: All Ayes

One Absent

Motion Carried.

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Mr. John Manfredi      President

\_\_\_\_\_  
Mrs. Beth McCaffrey      Recorder of Proceedings