
RECORD OF PROCEEDINGS

**MINUTES OF JULY 16, 2015 6:00 P.M.
BERKSHIRE BOARD OF EDUCATION**

**REGULAR BOARD 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. Koster, Mr. Manfredi, Mr. Honkala, Mrs. Brown, Mr. Imhof-present

Motion made by Mr. Honkala, seconded by Mr. Manfredi to approve the current agenda and the minutes from June 8, 2015 and June 30, 2015.

Roll Call: All Ayes

Motion Carried.

Presentation:

Dr. Jarrod Tudor, Interim Dean Kent State Geauga

Motion made by Mr. Koster, seconded by Mr. Manfredi to approve the partnership agreement with Kent State University for the Local Government Efficiency Fund and to further serve as fiscal agent on this grant.

Roll Call: All Ayes

Motion Carried.

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*.

Ohio Schools Council:

Motion made by Mr. Manfredi, seconded by Mr. Honkala to approve participation in the following Ohio Schools Council programs:

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| | |
|--------------------------------|------------|
| Ohio Schools Council | \$ 365.30 |
| Cooperative Purchasing Program | \$ 400.00 |
| School Bus Purchasing Program | \$ 325.00 |
| Legal Hotline | \$ 2100.00 |

Roll Call: All Ayes
Motion Carried.

Appropriations Modifications – FY15

Motion made by Mr. Honkala, seconded by Mrs. Brown to approve the following appropriation modifications for FY15:

| | | |
|------------|----------|------------|
| Insurances | Fund 024 | + 2,909.57 |
|------------|----------|------------|

Roll Call: All Ayes
Motion Carried.

Appropriations Modifications – FY16

Motion made by Mr. Manfredi, seconded by Mr. Koster to approve the following modifications to temporary appropriation for FY16:

| | |
|---------------------------|--------------|
| Termination Benefits Fund | + 104,635.44 |
| Athletics | + 21,685.00 |
| Title VIB | + 8,757.10 |
| Title IIA | + 13,387.28 |
| Permanent Improvement | + 75,000.00 |

Roll Call: All Ayes
Motion Carried.

Transfers/Advances

Motion made by Mr. Imhof, seconded by Mrs. Brown to approve the following cash transfers/advance from the General Fund:

| | | | |
|----------|----------|----------------|------------|
| Fund 300 | Transfer | Athletics | 25,000.00 |
| Fund 009 | Transfer | Uniform Supply | 10,000.00 |
| Fund 024 | Transfer | Insurance | 275,000.00 |
| Fund 006 | Transfer | Cafeteria | 40,000.00 |
| Fund 003 | Advance | PI | 120,000.00 |

Roll Call: All Ayes
Motion Carried.

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Lease Approval:

Motion made by Mr. Manfredi, seconded by Mr. Koster to approve the three (3) year lease to Modular Classrooms LLC, for a modular classroom to house Title I classrooms, for \$915 per month.

Roll Call: All Ayes

Motion Carried.

Vocational Report: None

Committee Reports: None

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:

Personnel:

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. Koster, seconded by Mrs. Brown to enter into executive session to discuss personnel matters

Roll Call: All Ayes

Motion Carried.

The Board entered into executive session at 6:09 p.m.

The Board exited executive session at 6:22 p.m.

Roll Call: All Ayes

Motion Carried.

Certified:

Motion made by Mr. Manfredi, seconded by Mr. Honkala to accept the following resignations:

- Jaime Unkelsby Ledgemont Math Teacher, effective immediately
- Kayla O'Brien High School Gym Teacher, effective immediately

Roll Call: All Ayes

Motion Carried.

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Motion made by Mr. Honkala, seconded by Mrs. Brown to suspend the Administrative contract for Jennifer Catanese.

Roll Call: All Ayes
Motion Carried.

Motion made by Mrs. Brown, seconded by Mr. Manfredi to approve one year Limited Contracts to the following with salary and benefits according to the negotiated Agreement:

- Kristen Boyd Level V, Step 4
- Michele Burnett Level III, Step 2
- Michael Colabuno Level III, Step 2
- Dominic Gattozzi Level III, Step 2
- Thomas Gephart Level VI, Step 9
- Eric Germovsek Level III, Step 15
- Michelle Sivillo Level III, Step 9
- Elizabeth Souers Level III, Step 8
- Stephanie Svigel Level IV, Step 5
- Rebecca Weema Level I, Step 2

Roll Call: All Ayes
Motion Carried.

Motion made by Mrs. Brown, seconded by Mr. Manfredi to approve Continuing Contracts to the following with salary and benefits according to the negotiated Agreement:

- Jennifer Cantanese Level VI, Step 9
- Stephanie Chongris Level IV, Step 15
- Carrie Kleinhenz Level III, Step 7
- Kathleen Ritts Level III, Step 8
- Joy Christopher-Reed Level V, Step 15
- Lauren Girdler Level V, Step 10
- Carol Leikala Level IV, Step 27
- Lori McBurnie Level VI, Step 10
- Charlene Miller Level V, Step 27
- Pamela Nguyen Level IV, Step 15
- Joseph Randall Level III, Step 15

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- Susan Reno Level III, Step 15
- Tara Ryks Level III, Step 11
- Catherine Zembower Level V, Step 15

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Honkala, seconded by Mr. Koster to approve the following Reduction in Force (RIF) from Ledgemont Schools:

- Andrew Gardner
- Heather Lewis
- Darcie Little

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Honkala to approve a One-Year Administrative Contract to Sandy Smith for the position of Principal at Ledgemont Elementary for the 2015/2016 school year, Level 9, Step 12 of the Administrative Salary Schedule, plus pickup of ten percent.

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Honkala, seconded by Mrs. Brown to approve the following certified supplementals for the 2015/2016 school year:

- | | |
|-----------------------|-----------------------------------|
| • Janet Duns | Sixth Grade Math Counts Advisor |
| • Michelle Paluf | Project Love/AC4P |
| • Tamara Beitzel-Rowe | Junior Class Advisor |
| • Lorie McBurnie | BPDC Member |
| • Tara Rykes | Yearbook Advisor |
| • Ruth Moore | Special Education Department Head |
| • Dominic Gattozzi | Marching Band Director |

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Koster, to approve fifteen (15) extended days to Dominic Gattozzi, Marching Band Director.

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Roll Call: All Ayes
Motion Carried.

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

- | | | |
|-----------------|----------------------------|-------------------|
| • Pamela Hecker | Family & Consumer Science | Level IV, Step 10 |
| • Kimberly Mele | Computer Technology | Level III, Step 0 |
| • Taylor Simons | 7 th Grade Math | Level III, Step 0 |

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Koster to approve a one year Limited Contract to the following permanent substitute at \$90 per day:

- Brian Hiscox Berkshire High School

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Honkala, seconded by Mrs. Brown to approve the resignation of Kayla O'Brien as head girls soccer coach.

Roll Call: All Ayes
Motion Carried.

Classified

Motion made by Mr. Imhof, seconded by Mr. Honkala to approve Continuing Contracts to the following classified staff:

- | | | |
|------------------|-----------|---------|
| • Calvin Brady | Custodian | Step 15 |
| • Cheryl Chapman | Cafeteria | Step 13 |
| • Patti Clemson | Custodian | Step 27 |
| • Nancy Mate | Cafeteria | Step 15 |
| • Kathy Mckee | Secretary | Step 9 |
| • Nikea Pollock | Custodian | Step 13 |
| • Holly Potti | Secretary | Step 15 |
| • Kathy Reynolds | Secretary | Step 15 |
| • Julie Sollars | Cafeteria | Step 15 |

Roll Call: All Ayes

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Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Honkala to approve a Two-Year Limited Contracts to the following classified staff:

- Tara Hauser Classroom Aide Step 7
- Joy Sidley Classroom Aide Step 7

Roll Call: All Ayes

Motion Carried.

Motion made by Mrs. Brown seconded by Mr. Imhof to approve a One Year Limited Contract for the following classified staff:

- Kerry Kish Cafeteria Step 1
- Paula Doerr Bus Driver Step 5

Roll Call: All Ayes

Motion Carried.

Motion made by Mr. Honkala, seconded by Mr. Manfredi to approve an additional ten (10) days to Suzanne Steinhoff, Transportation Manager at her regular daily rate.

Roll Call: All Ayes

Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Honkala to approve the following substitute positions:

- Daniel Armstrong Custodian
- Robert Mullet Custodian

Roll Call: All Ayes

Motion Carried.

Motion made by Mr. Manfredi, seconded by Mrs. Brown to approve the following Supplemental Contracts for the 2015/2016 school year (Pending sufficient number of students participating):

- Barb Lillibridge Junior High Co-Ed Soccer Coach
- David Kindall Boys Head Cross Country Coach
- Adam Lange Head Wrestling Coach

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- Keith Clapacs Head Boys Basketball Coach
- Dennis Lory Head Girls Basketball Coach
- Mary Sullivan Badgerette Advisor
- Richard Newrone Head Girls Soccer Coach (moved from assistant)

Roll Call: All Ayes
Motion Carried.

Business:

Motion made by Mr. Honkala, seconded by Mr. Koster, to approve the Resolution adopting a calamity day alternative make-up plan of participating in the State of Ohio Blizzard Bag Day Program for the 2015/2016 school year:

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Koster to approve the following medication administration staff to disperse medication for the 2015/2016 school year:

- Berkshire Jr./Sr. High School – Steve Reedy, Kelly Timmons, Maryalice Horton, Nancy Sherbondy, Holly Potti, Michelle Paluf, Brittany Bakalar
- Burton Elementary – Mandy Randles, Jennifer Ambrose, Barb Lillibridge, Cindy Metzung, Michelle Peters, Mary Jo Paul, Jennifer Chase, Kim Fiest, Gina Kriz, Kristina Neumore, Roxie Musacchio, Amy Hochschild.
- Ledgemont Elementary – Sandy Smith, Kathy Reynolds, Kathy McKeon, Michelle Sivillo, Cathy Zembower, Pam Nguyen, Kristen Boyd, Susan Reno, Matt Morbeto, Stephanie Chongris, Eric Germovsek.

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Honkala, seconded by Mr. Manfredi to approve a Contract for special education services provided by Positive Education Program (PEP) for one student for the 2015/2016 school year.

Roll Call: All Ayes
Motion Carried.

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Motion made by Mr. Manfredi, seconded by Mrs. Brown to approve a Shared Services Contract for Technology Personnel Services between Riverside Local School District and Berkshire Local School District for the 2015/2016 school year in the amount of \$95,000.

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Honkala, seconded by Mr. Manfredi declaring an emergency at Ledgemont Elementary, regarding the roof, and further accepting the quote of \$49,636 to provide emergency roof repairs.

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mrs. Brown to approve the Athletic Coaches Handbook.

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Honkala, seconded by Mr. Koster to approve the Student Athlete Handbook.

Roll Call: All Ayes
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Koser to approve the third and Final Reading for the following NEOLA Policies New/Revisions/Deletions:

| | | | |
|------|------|------|------|
| 1530 | 2114 | 2413 | 3220 |
| 5114 | 5340 | 5350 | 5460 |
| 8390 | 6108 | 8400 | |

Roll Call: Mr. Koster-aye, Mrs. Brown-aye, Mr. Manfredi-aye, Mr. Honkala-aye, Mr. Imhof-aye
Motion Carried.

Old Business

None

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New Business

Mrs. McCaffrey gave an update to the Board regarding the procedures that need to be followed to sell Ledgemont High School. Mr. Koster suggested sending a public notice to all municipalities to see if they have any interested before it goes to a public auction. Mrs. McCaffrey added that the Park District was not interested in it. Mrs. McCaffrey then asked for a motion to keep moving forward with the selling process. All Ayes.

Open Public Participation

A husband of a teacher from Ledgemont questioned why she got a letter regarding health insurance, etc and not a contract. Mrs. McCaffrey informed him that is what the Board just approved and contracts will be in the mail. She added that the files from Ledgemont were missing a lot of information so it is taking some time to verify all the information to place the employees correctly on the salary schedule.

Mr. Koster introduced Dwain Raykes, who has been the bus mechanic for Ledgemont for the last 5 years.

Suzanne Steinhoff also noted that bus routes for next year are coming along very well and everything is ready to go.

Adjournment

Motion made by Mr. Honkala, seconded by Mr. Manfredi, to adjourn the meeting at 6:39 p.m.

Roll Call: All Ayes
Motion Carried.

Mr. Jim Koster President

Mrs. Beth McCaffrey Recorder of Proceedings