
RECORD OF PROCEEDINGS

**MINUTES OF OCTOBER 10, 2016 6:00 PM
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. Boyd, Mrs. Brown, Mr. Manfredi, Mrs. Raikes, Mr. Wadsworth-present

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the current agenda.

Discussion: None

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

All Ayes

Motion Carried.

Motion made by Mr. Boyd, seconded by Mr. Manfredi to approve the minutes from September 12, 2016 regular meeting and September 26, 2016 special meeting.

Discussion: None

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

All Ayes

Motion Carried.

Presentation:

Margaret Lynch – Auburn Career Center-Gave a presentation on electing a new Board Member to site on the Auburn Career Center Board. Mr. Roger Miller's term is expiring at the end of this year, but he can be elected for one more term. Mrs. Lynch also noted the Auburn Career Center is placing a .25 mill levy on the ballot in November which will be used to fix facilities at the center. Total millage would be 1.75 is passed. The cost of the levy would be about a pizza per year.

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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 **September, 2016** submitted subject to audit and include: Financial Summary, Appropriations and Revenue Summary, Check Register Recap, and Bank Reconciliation per *ORC 3313.29*.

Five Year Forecast

Motion made by Mr. Wadsworth, seconded by Mrs. Raikes to approve the five year forecast as submitted which is due to the Ohio Department of Education October 31st.

Discussion: Mrs. Raikes asked Mrs. McCaffrey to recap the forecast for the public. Mrs. McCaffrey stated overall the district ended fiscal year 2016 with \$690,741 more than anticipated since the May 2016 forecast. Revenues are forecasted to decrease y \$27,407 from fiscal year 2016 amounts. And the district is forecasted to have a negative fund balance on June 30, 2021. Mrs. McCaffrey also added we have 133 are open enrolled into our district while 233 are open enrolled out of our district.

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

Then and Now Encumbrance:

Motion made by Mr. Boyd, seconded by Mr. Manfredi to approve the Then and Now Encumbrance for Safely Home for 3,324.30 for special educations services.

Discussion: Mrs. Brown asked Mrs. McCaffrey what this was for Mrs. McCaffrey explained this was a bill that was higher than expected so a purchase order was not opened for the full amount. Mrs. McCaffrey also added the student left our district and it took some time to prove when they left.

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

Donations:

Motion made by Mr. Manfredi, seconded by Mrs. Raikes to accept a \$50 donation from Stan and Marlene Dembinski, to the Special Education Unit at Ledgemont Elementary.

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Discussion: Mr. Manfredi asked Mr. DeLong to make sure a thank you note is sent out. Mr. DeLong said one has already been sent.

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

Vocational Report

Roger Miller discussed the Auburn Career Center levy that will be on the ballot in November. He added a levy has not been passed since 1967. The center has hopes of passing the levy and using the funds for the next five years to repair the facilities.

Committee Reports

Mr. DeLong stated there is a tech committee meeting this Wednesday at 3:45 with Tony, Bob and several others to discuss Chromebooks and Ipads.

Mr. Manfredi asked Mr. DeLong what is the long term plan for tech, Ipads or Chromebooks. Mr. DeLong responded by saying the Ipads were free through a grant and did not cost anything. The Chromebooks are inexpensive and have the keyboards and accessories already attached. Overall, Chromebooks are the long term plan.

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:

Certified:

Motion made by Mr. Brown, seconded by Mr. Wadsworth to approve Aimee Green as a Permanent Substitute at Berkshire Jr./Sr. High School effective October 3, 2016, at \$90 per day with no benefits.

Discussion: None

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

Motion made by Mr. Manfredi, seconded by Mr. Boyd to approve Lori McBurnie as a Title I tutor at Ledgemont Elementary at a rate of \$15 per hour.

Discussion: None

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

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Motion made by Mr. Wadsworth, seconded by Mrs. Brown to approve salary step increases to the following staff. All requirements have been met.

- Roxie Musaccio from Level IV, Step 15 to Level V, Step 15

Discussion: None

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

Motion made by Mrs. Raikes, seconded by Mr. Boyd to accept the resignation of Nichole Kiczek for the Power of the Pen supplemental position.

Discussion: Mr. Manfredi asked if there was a replacement. Mr. DeLong answered by saying that below you will see Nichole and Maria Kohler splitting the supplemental.

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

Motion made by Mrs. Brown, seconded by Mrs. Raikes to approve the following supplemental positions:

- Janet Duns Sixth Grade Camp
- Janet Duns Math Counts Advisor – Sixth Grade
- Eric Germovsek Sixth Grade Camp
- Heather Giel Assistant Girls Basketball Coach
- Aimee Green Head Girls Track Coach
- Amy Hochschild Sixth Grade Camp Coordinator
- Kelsey Kempert 8th Grade Girls Basketball Coach
- Nichole Kiczek Power of the Pen – 50%
- Maria Koler Power of the Pen – 50%
- David List Assistant Boys Basketball Coach
- Matt Morbeto Sixth Grade Camp
- Debbie Zenz Sixth Grade Camp

Discussion: None

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

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Classified:

Motion made by Mr. Wadsworth, seconded by Mrs. Brown to approve the job description and amended one year contract for Brian Hiscox, Athletic Director (AD), from part time to full time, with a salary of \$54,000 effective August 1st, 2016 for the 2016/2017 School Year.

Discussion: Mr. Manfredi wanted a clarification. He confirmed since he was a permanent substitute, this is just the difference of what he was making and that his duties were being increased. Mrs. McCaffrey confirmed that to be true.

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

Motion made by Mrs. Brown, seconded by Mrs. Raikes to approve the following employees for the Latchkey Program at Ledgemont Elementary, all requirements have been met:

- Amanda Baise Assistant \$9.50 per hour (effective September 27, 2016)
- Jessica Humes Substitute \$8.10 per hour

Discussion: None

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

Motion made by Mrs. Raikes, seconded by Mr. Boyd to approve a one-year limited contract to Amanda Baise as recess aide at Ledgemont Elementary, effective September 27, 2016.

Discussion: None

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

Motion made by Mr. Wadsworth, seconded by Mrs. Raikes to approve the following substitutes, all requirements have been met:

- Georgia Luoma Cafeteria, Playground and Custodial
- Diane Baumgartner Van Driver/Aide
- Lynn Rose Bus Driver
- Petra Springer Bus Driver

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Discussion: None

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

Motion made by Mrs. Brown, seconded by Mr. Manfredi to approve the following supplementals, all requirements have been met:

- Pat Casseday 7th Grade Girls Basketball Coach
- Patrick Chapman Assistant Boys Basketball Coach
- Kristen Csontos Assistant Girls Basketball Coach
- Jesse DeWeese Assistant Wrestling Coach
- David Kindall Head Boys Track Coach
- David Malkus Assistant Wrestling Coach
- Mark McClain Jr. High Wrestling Coach
- Tom Mental Jr. High Football Coach
- Steve Smetana Head Baseball Coach

Discussion: None

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

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the following volunteers, all requirements have been met:

- James Burzanko 8th Grade Girls Basketball Coach
- Brian Hiscox Boys Basketball Coach
- Don Schutz Gymnastics Coach
- Justin Smetana Baseball Coach
- Clarence Henry Football Coach

Discussion: None

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

Motion made by Mrs. Raikes, seconded by Mr. Wadsworth to approve the following Kent State Student Volunteers, to fulfill field-work requirements, at Burton Elementary until December 2016. All requirements have been met:

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- Cole Hannah
- Tori Hines
- Chelsea Kelly
- Savannah Middleton
- Whitney Miller
- Jonathon Nieves
- Nathaniel Pilarczyk

Discussion: Mr. Wadsworth asked if these were student teachers. Mr. DeLong noted they are not seniors and they are just helping out in the classroom. They are not student teachers.

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

Business:

Motion made by Mr. Wadsworth. Seconded by Mr. Manfredi to amend the amount of the Geauga Educational Service Center Contract to \$354,176.02 for the 2016/2017 School Year.

Discussion: Previously approved at September 12th board meeting at \$319,956.58
Mrs. Brown asked why this has increased. Mrs. McCaffrey explained that there was an increase to everyone as these employees are through the Educational Service Center.

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

Motion made by Mr. Wadsworth, seconded by Mr. Boyd to approve a trip, offered to students in Grades 10-12, to Boston, Massachusetts from March 11 to March 16, 2017.

Discussion: Mrs. Raikes asked what this trip was for. Mr. DeLong noted it was a trip Lynn Hunter, English teacher, was planning. They will be visiting sites discussed in class.

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

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the second reading of NEOLA Policy 3223 for the 2018/2019 School Year.

Discussion: None

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

Old Business

None

New Business

Mr. DeLong reported that the 8th graders will be visiting Great Lakes Cheese, Troy Innovations and Duramax with the Geauga Growth Partnership on November 1. This is the third year to do this and the students really enjoy it, Mr. DeLong added. Great Lakes Cheese provides lunch for the students.

Mr. Manfredi asked Ms. Timmons how the new guidance counselor at Ledgemont is working out. Ms. Timmons said she is great and has come in and hit the ground running. She is very happy with her.

Mrs. Brown reminded everyone the regular Meeting for November has changed from November 21st to November 7th.

Open Public Participation

Roger Miller questioned what the trip to Boston was for. Mr. DeLong answered by stating they are visiting historical sites that have been discussed in class.

Board Discussion

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 considering the appointment, employment, discipline, promotion, or demotion of a public employee with no action to be followed.

Motion by Mr. Wadsworth, seconded by Mr. Boyd, to enter executive session to discuss personnel matters at 6:30 p.m., no action will be taken.

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Adjournment

A motion made by Mr. Manfredi, seconded Mr. Wadsworth to adjourn the meeting at 7:26 p.m.

Mrs. Kim Brown

President

Mrs. Beth McCaffrey

Recorder of Proceedings