
RECORD OF PROCEEDINGS

MINUTES OF NOVEMBER 7, 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. Boyd 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.

Treasurer's Report:

Comprehensive Annual Financial Report for Fiscal Year 2016- Mrs. McCaffrey noted the audit has been released and we had an unqualified opinion with no citations or notes, which is a good thing. Mrs. McCaffrey also added this audit is now on the Auditor of State website.

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

Appropriation Changes

Motion made by Mr. Wadsworth, seconded by Mr. Boyd to approve the following appropriation modifications:

Fund 007	Leighton	+ 24,547.50
Fund 019	Misc. Grants	+ 2,067.00
Fund 572-9217	Title I	+ 16,841.37
Fund 572-9216	Title I FY16	+ 41,477.05
Fund 516	IDEA	(41,777.29)
Fund 590	Title IIA	+ 13,401.23

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Fund 022 OHSAA Tournament + 560.00

Discussion: None

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

Motion Carried.

Committee Reports

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:

Personnel

Certified:

Motion made by Mr. Manfredi, seconded by Mr. Boyd to accept the retirement of Joan Wilson, effective November 1, 2016.

Discussion: Mrs. Brown thanked Mrs. Wilson for all her time within the Berkshire School District and added she was a wonderful teacher.

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. Brown to approve the following supplemental contracts for the 2016/2017 school year:

- Marla Bencivenni BPDC Member (Effective 8/22/2016)
- Rich Guthrie Junior High Wrestling Coach
- Amy Hochschild Sixth Grade STEM Club Advisor
- James Lester Technical Director – Fall Play

Discussion: Mr. Boyd questioned if all had the proper paperwork on file. Mr. DeLong stated yes.

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. Raikes, seconded by Mr. Boyd to accept the resignation of Doug DeLong, Superintendent effective July 31, 2017.

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Discussion: Mrs. Brown added she is very grateful for all Mr. DeLong has done for the District.

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

Classified:

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

WHEREAS, the Board requires an individual to submit to and pass a criminal background check and be approved by the Board to serve as an employee in the District prior to performing any regular or supplemental contract duties in the District; and

WHEREAS, the Spring Musical “Little Shop of Horrors” was produced and performed by the Berkshire Thespians during the 2015-2016 school year; and

WHEREAS, the musical production was supervised by District teachers who had submitted to and passed a criminal background check, were approved by the Board to serve as Drama advisors to the Berkshire Thespians, and were issued Supplemental Contracts by the Board during the 2015-2016 school year; and

WHEREAS, a District teacher had been issued a Supplemental Contract for the position of Drama – Spring Musical Accompanist, but was unable to perform such duties during the Spring Musical production; and

WHEREAS, an outside individual, Cassie Tarbet, was asked by the District’s Spring Musical Director to substitute for the regular Spring Musical Accompanist in his absence, and, in fact, performed such duties during the Musical production;

WHEREAS, although Ms. Tarbet successfully performed such duties, she had not been approved by the Board to perform such duties and did not undergo a criminal background check; and

WHEREAS, Ms. Tarbet has requested to be paid for the duties she performed during the Spring Musical, and has submitted a copy of a prior criminal background check; and

WHEREAS, on a non-precedent setting basis, the Board intends to compensate Ms. Tarbet for the duties she performed during the Spring Musical, retroactively.

NOW, THEREFORE, BE IT RESOLVED, that the Board accepts the copy of the criminal background check Cassie Tarbet submitted to the District for employment purposes.

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BE IT FURTHER RESOLVED, that the Board approves the employment of Ms. Tarbet as a Spring Musical Accompanist for the 2015/2016 school year only, effective retroactively to April, 29 and 30, 2016.

BE IT FURTHER RESOLVED, that the Board authorizes and directs the Treasurer to issue payment to Ms. Tarbet for the services she provided in the amount of \$470.00.

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.

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 Audrey Pentek as a substitute Custodian.

Discussion: Mr. Manfredi asked what building she would be in. Mrs. McCaffrey replied that she would be available for all buildings.

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. Brown, seconded by Mrs. Raikes to make corrections to the following positions previously approved at the October 10, 2016 board meeting:

- | | |
|-----------------|-------------------------------|
| • Amanda Baise | Substitute – Latchkey Program |
| • Jessica Humes | Assistant – Latchkey Program |

Discussion: Mrs. Brown asked what the correction was. Mr. McCaffrey noted the jobs were transposed on the last agenda.

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

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Motion made by Mr. Boyd, seconded by Mr. Manfredi to approve Gail Stotlar to dispense medication for a student.

Discussion: Mrs. Brown asked if this was just for one student. Mr. DeLong answered and said yes, just one student.

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

Business:

Motion made by Mrs. Brown, seconded by Mr. Wadsworth to approve five (5) families from St. Mary's in Chardon, one (1) family from NDCL in Chardon, one (1) family from NDES, and two (2) families from Hershey Montessori in Huntsburg to receive payment in lieu of transportation for the 2016/2017 school year.

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 Mrs. Brown, seconded by Mr. Manfredi to approve an Agreement for Provision of Special Education and Certain Related Services with the Bellefaire Jewish Children's Bureau Monarch School.

Discussion: Mr. Manfredi asked for an explanation. Mrs. McCaffrey stated this was part of the settlement agreement.

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. Wadsworth, seconded by Mr. Manfredi to approve a cooperative field trip with West Geauga to the Ohio State University Stone Lab in Put-in-Bay on October 3 & 4.

Discussion: Mr. Manfredi asked who (teacher) went on this trip. Mr. DeLong answered it was Katie Ritts. Mrs. Raikes asked why this is just now being approved at the November meeting. Mr. DeLong said by time he knew about the trip and got the paperwork, the October meeting had already passed.

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

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All Ayes
Motion Carried.

Motion made by Mr. Wadsworth, seconded by Mrs. Brown to appoint Roger Miller as Berkshire's representative to Auburn Career Center Board for the three year term.

Discussion: None

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

Old Business

Mr. DeLong reported that the 8th grade trip to the area businesses went well and all had a good time. They visited Duramax, Electrolux, Great Lakes Cheese and Troy Innovative. Mr. Boyd asked what they showed the students at Duramax and Mr. DeLong stated that he did not attend that visit so he was not sure.

New Business

Mr. DeLong stated there is a career day this Friday at Kent Geauga. This is for juniors and will involve students signing into their LinkedIn accounts and listening to guest speakers.

Mrs. Brown asked Mr. DeLong to give an update regarding the activity bus. Mr. DeLong said he was approached by several students in the JH/HS who cannot drive to create an activity bus which will take students after practice to a designated stop in Montville and the parents would pick them up from there. Mr. Manfredi confirmed that the bus driver would stay there until all students have been picked up. Mrs. Brown had concerns as sometimes basketball and wrestling practices are staggered and end at different times. Mr. Manfredi added students may have to stay after practice and wait for the other practices to be over in order to catch the bus, but then who would supervise these students? Mrs. Brown also expressed concerns about Saturday practices and wanting to make sure the bus would be fillable. Mrs. Brown questioned Mrs. McCaffrey if we had a driver and bus that could make this possible. Mrs. McCaffrey answered and said we have some substitutes/new drivers that may be interested. The cost would be their hourly wage plus about 20 percent. Mrs. Brown asked Mr. DeLong to talk over the details with Brian Hiscox and to get more detailed information.

Mr. Manfredi responded to a letter from Dominic Gattozzi and would like Mr. DeLong to meet with Mr. Gattozzi and parents. Mrs. Brown added she would like to be there as well since she is the Tunebackers liaison. Mr. Manfredi would like more discussion as he is not satisfied with the response that was given by Mr. Gattozzi.

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Mr. Boyd added the fact that Ledgemont Elementary may have the potential for more students enrolling depending on the outcome of the Riverside School District levy. He added maybe we should consider sending post cards to the Leroy Township students. Mr. Boyd also added the opportunity to have an open house at Ledgemont and invite all the open enrolled out students.

Open Public Participation

Eric Higgs asked the board to re-evaluate the way the District uses the Infinite Campus system. If a student owes any money for fees, the parents are blocked from the system. Eric added the teachers use that as their main source of communication and the staff cannot see who is block and who is not. The Board asked Mr. DeLong to look into the system to see if there is any way around this or a better option so the parents can see comments and the District still received the fee money. Amy Hochschild also added she had a problem with holding academics for financial reasons. Mrs. Brown confirmed the Board will take a look into this in detail.

Board Discussion:

Mrs. Brown asked the building principals for a recap of what has been going on in the buildings.

Mr. DeLong explained the incident at the high school last week. A student spread rumors about another student bringing a gun to school. The Burton Police and the Sherriff's Office investigated and found this to be untrue. The person in the wrong has withdrawn as he was open enrolled and is being charged by police. Mr. Manfredi asked Mr. Delong to determine who phone messages should go out to in a situation like this. Mrs. Brown added she was very impressed with the staff and the police and how they handled the situation.

Mrs. Randles gave an update at Burton Elementary. They hired a new custodian and have completed MAP training, AIR testing this week, skating party with Ledgemont, pep assembly for spirit week, book fair, Veteran's Day assembly, walk a thon and harvest festival, music concerts, class parties and training throughout the building.

Ms. Timmons also gave an update at Ledgemont Elementary. Same testing at Burton Elementary, fire drills, book fair, open house, pastries with parents, pep assembly and spirit week, grandparents day, Veteran's Day assembly, food drive, and working on aligning both elementary buildings.

Executive Session:

Pursuant to Ohio Revised Code Section 121.22(G)(1), we hereby move that the Board adjourn to executive session to discuss the discipline a public employee with no action to be followed.

Motion by Mr. Wadsworth, seconded by Mr. Manfredi, to enter executive session.

