* 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-absent, Mrs. Brown, Mr. Manfredi, Mrs. Raikes, Mr. Wadsworth-present

Election of Officers (Any member may nominate someone for office, including themselves.
Nominations do not require seconds.)

President:

A motion made by Mr. Wadsworth, seconded by Mrs. Brown to elect Mr. Manfredi as President.

Roll Call: Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye
Four Ayes
One Absent
Motion Carried.

Vice President:

Mr. Manfredi nominated Mr. Wadsworth as Vice President
Mrs. Raikes nominated Mr. Boyd as Vice President

Roll Call on Mr. Wadsworth:

Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-no, Mr. Wadsworth-aye
Three Ayes
One No
One Absent

Roll Call on Mr. Boyd:

Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-no, Mrs. Raikes-aye, Mr. Wadsworth-no
Two Ayes
Two Nos
One Absent
Mrs. Raikes asked that this vote be postponed until Mr. Boyd arrived at the meeting. Mr. Manfredi asked Mrs. McCaffrey to call the attorney to determine the procedure.

Mrs. McCaffrey stepped away from the meeting to call the attorney, upon her return she advised that Mrs. Brown could not vote for both candidates. Mrs. Brown then asked Mr. Manfredi to pick from two pieces of paper in which she had written the names of Mr. Wadsworth and Mr. Boyd. Mr. Manfredi picked a paper and read Mr. Boyd’s name. A new roll call on each candidate was taken.

Roll Call on Mr. Wadsworth:

Mr. Boyd-absent, Mrs. Brown-no, Mr. Manfredi-aye, Mrs. Raikes-no, Mr. Wadsworth-aye
Two Ayes
Two No
One Absent

Roll Call on Mr. Boyd:

Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi- no, Mrs. Raikes-aye, Mr. Wadsworth-no
Two Ayes
Two No
One Absent

Since neither vote had a majority, the election of Vice President was tabled until the next meeting.

(Responsibly assumed by newly elected President)

Mr. Manfredi thanked Mrs. Brown for all her time and hard work as President.

Motion made by Mr. Wadsworth , Seconded by Mrs. Brown to adopt the Agenda for the organizational meeting.
Discussion: None

Roll Call: Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent
4 ayes, 1 absent
Motion Carried.

Motion made by Mr. Manfredi, Seconded by Mr. Wadsworth to approve the 2017 appointment of Standing Committee Liaisons:

- Facilities Committee: Mr. Boyd, Mr. Manfredi
- Legislative Liaison to OSBA: Mrs. Brown
- Representative to B.C.P.A.: Jim Koster
- OSBA Representative: Mrs. Brown
OSBA Alternate: Mr. Wadsworth
- Audit Committee: Mrs. Brown, Mr. Wadsworth
- Records Review Commission: Mr. Manfredi, Mrs. Raikes
- School Safety Committee: Mr. Boyd
- Athletic Booster: Mr. Wadsworth, Mrs. Raikes
- Tunebackers: Mrs. Brown

Discussion: None

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Manfredi, Seconded by Mrs. Brown to approve Business Meetings of the Board of Education to occur on the second Monday of each month, and any special meetings as needed, at the Berkshire Board of Education, 14259 Claridon Troy Road., Burton, at 6:00 p.m. unless otherwise noted. Board members will be compensated for all regular and special meetings of the Board.

February 13th
March 6th – First Monday
April 10th
May 8th
June 12th
July 17
August 7th
September 11th
October 2
November 6th – First Monday
December 11th

Discussion: Mrs. Brown asked to move July 10 to July 17 and the October 9 meeting to October 2. Mr. Manfredi asked why we were making the changes. Mr. Brown stated some cannot attend the July 10 meeting and October 9 is Columbus Day-though the schools are open, it is still a federal holiday.

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd –absent, Mrs. Brown-aye, Mr. Manfredi-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Wadsworth, Seconded by Mr. Manfredi to approve the following depositories for 2017:

Star Ohio
Huntington National Bank
Middlefield Banking Company

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Manfredi, Seconded by Mrs. Brown to approve the following newspapers for legal notices:

- News Herald – Geauga County Edition
- Geauga County Maple Leaf

Discussion: None

Roll Call: Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mrs. Brown, Seconded by Mr. Wadsworth to approve the Fiscal 2018 Alternative Tax Budget.

Discussion: None

Roll Call: Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Manfredi, Seconded by Mr. Wadsworth to authorize Treasurer to amend the certificate of estimated resources/appropriations with the County Auditor with such amendment to be presented for approval by the Board at the next regular or special meeting.

Discussion: None

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye
Four Ayes
One Absent
Motion Carried.
Motion made by Mr. Wadsworth, Seconded by Mrs. Brown that the Treasurer shall be authorized to make adjustments, transfers and additional modification to budget, revenue and appropriation accounts, as necessary, to update and close fiscal year.

Discussion: None

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Manfredi, Seconded by Mr. Wadsworth to approve that the Treasurer shall be authorized to make payment of all bills and invoices when due. A monthly listing certified by the Treasurer shall be presented to the Board at the regularly scheduled meeting.

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mrs. Brown, Seconded by Mr. Wadsworth to approve the Treasurer shall be authorized to invest inactive funds of the school district. Monthly reports of investments shall be presented to the Board.

Discussion: None

Roll Call: Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Manfredi, Seconded by Mr. Wadsworth to authorize the Treasurer to liquidate obsolete, broken, or otherwise unused school district equipment valued at less than $1,000 per item.

Discussion: Mrs. Raikes asked what equipment this would be. Mr. Manfredi explained it would be old computer desks, chairs, etc. This equipment would be put on the GovDeals auction site and sold.

Roll Call: Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent
Four Ayes
One Absent
Motion Carried.
Motion made by Mrs. Brown, Seconded by Mr. Manfredi to approve the Treasurer’s authorization to forward resolutions to request advances on first and second half tax collections from the Geauga County Auditor. The Treasurer shall be authorized to forward a resolution to the Geauga County Treasurer requesting direct wire transfer or tax funds from the Geauga County Treasury to Star Ohio or any other depository with a Designation of Depository resolution on file with the Treasurer.

Discussion: None

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mrs. Brown, Seconded by Mr. Manfredi to permit the Treasurer to solicit and advertise if necessary for legal counsel for the Board for 2017.

Discussion: Mrs. Raikes asked is the Treasurer will be advertising for a different legal counsel or if this is just permission. Mr. Manfredi stated this was for if we needed to change legal counsel, this is giving the Treasurer permission to advertise.

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mrs. Brown, Seconded by Mr. Wadsworth to approve the Superintendent to be authorized to make application for all Federal and State Grants and programs on behalf of the district. The Treasurer is authorized to accept funds from all approved grants and programs.

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
Four Ayes
One Absent
Motion Carried.
Motion made by Mr. Wadsworth, Seconded by Mr. Manfredi to approve the Public reading of Board of Education minutes is waived for all meetings during the year. Each member of the Board shall receive copies of the minutes from the previous meeting in advance of the next regular meeting.

Discussion: None

Roll Call: Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent
Four Ayes
One Absent
Motion Carried.

Motion made by Mrs. Brown, Seconded by Mr. Manfredi to approve the following groups to be retained on the District liability policy as eligible school groups at the appropriate rate determined by the insuring company, if any.

- Berkshire Athletic Boosters
- American Field Service (Foreign Exchange Student Program)
- Burton Elementary P.T.O.
- Ledgemont Elementary P.T.O.
- S.P.T.O. (Jr./Sr. High School)
- Tunebackers
- Berkshire Operation Post Prom (B.O.P.P.)

Discussion: Mr. Manfredi mentioned these are all organizations that we have covered under our umbrella policy as in the past.

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye
Four Ayes
One Absent
Motion Carried.

Superintendent’s Report and Recommendations (Organizational):

Motion made by Mr. Wadsworth, seconded by Mr. Manfredi to approve the substitute list submitted by the Geauga County Board of Education each month of 2017:

Discussion: None

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye
Four Ayes
One Absent
Motion Carried.
Motion made by Mr. Manfredi, Seconded by Mrs. Brown to approve the following recommendations:

1. Designate the Curriculum Director as local coordinator of all Federal and State programs.
2. Authorize the Superintendent to serve as the purchasing agent for the school district.
3. Authorize the Superintendent to enter into Contract Agreements for values less than $10,000.
4. Designate the Superintendent to serve as the district’s Asbestos, Toxic Hazard Preparedness Officer and OSHA Compliance Management Plan Coordinator.

Discussion: Mr. Manfredi mentioned these are the same as previous years and nothing has changed. He also confirmed that #2 was in accordance with the treasurer’s office and PO’s were still required, etc. Mr. DeLong confirmed this. Mrs. Raikes asked what #3 would be. Mr. Manfredi stated it was for copier leases, etc.

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Wadsworth, seconded by Mr. Manfredi to approve the following Resolution:

To authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided, however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee’s acceptance of the Superintendent’s offer.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the board or who has not satisfied any other prerequisite to employment created by law or Board policy. The Superintendent must seek board president approval for all positions prior to offering candidate the position.

The authorization provided by this resolution shall commence on January 9, 2017 and remain in effect through January 8, 2018.

Discussion: Mr. Manfredi asked Mr. DeLong if this was a calendar year or school year approval. Mr. DeLong said this approval is for a calendar year and will be on the agenda at this time next year. Mr.
Manfredi wanted to add: the Superintendent must seek the president’s consent on all positions before offering the position to a potential candidate was added to this motion.

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Wadsworth, seconded by Mr. Manfredi to approve the following Resolution:

To authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided, however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent’s acceptance.

The authorization provided by this resolution shall commence on January 9, 2017 and remain in effect through January 8, 2018.

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
Four Ayes
One Absent
Motion Carried.

A motion made by Mr. Manfredi, seconded Mr. Wadsworth to adjourn the organizational meeting at 6:40 p.m.

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
Four Ayes
One Absent
Motion Carried.
Motion made by Mrs. Brown, 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
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Wadsworth, seconded by Mr. Manfredi to approve the Minutes of December 12, 2016 regular meeting.

Discussion: None

Roll Call: Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent
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 **December, 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 Mrs. Brown to approve the following New fund and Appropriation changes:

- Martha Holdings Jennings + $1,000.00
- Termination Benefits + $5,918.89
- Breakfast Grant (New Fund 599-921A) + $7,500.00

Discussion: Mr. Wadsworth asked when the Breakfast Grant begins. Mrs. McCaffrey stated it has begun already and is through the rest of the school year. She also added this is the third grant Kelly Minnick has gotten for the district, totaling $17,500.
Roll Call: Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent
Four Ayes
One Absent
Motion Carried.

Committee Reports
None

Superintendent’s Report and Recommendations:

Certified:

Motion made by Mrs. Brown, seconded by Mr. Wadsworth to approve Dominic Gattozzi as Band Director for the 2016/2017. (Effective 8/1/2016)

Discussion: Mrs. Brown asked why this was never approved. Mr. DeLong said that he was missed when approving all the others.

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye
Four Ayes
One Absent
Motion Carried.

Classified:

Motion made by Mr. Wadsworth, seconded by Mr. Manfredi to approve the following supplemental contracts for 2016/2017:

- John Dingman Assistant Track Coach

Discussion: Mrs. Raikes asked how many kids we have for track. Mr. DeLong said he was not sure yet as it has not started.

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye
Four Ayes
One Absent
Motion Carried.
Motion made by Mr. Manfredi, seconded by Mrs. Raikes to accept the resignation of Steve Smetana as Baseball Coach.

Discussion: Mr. Manfredi asked if this is for this school year. Mr. DeLong answered yes. Mr. DeLong added this position has been posted and they will interview for it.

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mrs. Brown, seconded by Mr. Wadsworth to approve the following volunteers for 2016/2017:

- Mark Dingman    Track Coach
- Alex Duncan    Statistician - Girls Basketball
- Steve Smetana    Baseball

Discussion: None

Roll Call: Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve Lynn Rose as a substitute Custodian. All paperwork is on file.

Discussion: None

Roll Call: Mrs. Brown-aye, Mr. Manfredi-aye. Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent
Four Ayes
One Absent
Motion Carried.
**Business:**

Motion made by Mrs. Brown, seconded by Mr. Manfredi to approve the first reading for the following NEOLA Policies New/Revisions/Deletions:

- 3223
- 9700

Discussion: None

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve an Agreement with the Cuyahoga Educational Service Center to provide Audiology and Hearing Impaired Services at $89.84 per hour and $84.88 per hour respectively.

Discussion: Mr. Manfredi asked if we currently use them. Mrs. Flemming answered yes. Mr. Manfredi also asked how often we use their services. Mrs. Flemming stated we use them on a weekly basis.

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye
Four Ayes
One Absent
Motion Carried.

Motion made by Mr. Wadsworth, seconded by Mrs. Brown to approve the following employees to receive sick time carryovers from Ledgemont Local Schools:

- Paula Doerr  22.20 hours
- Janet Baxter  203.63 hours
- Cindy Lausin   8.44 hours

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
Four Ayes
One Absent
Motion Carried.
Old Business:

Mr. DeLong reported that Jr. Career Day is tomorrow at Kent Geauga along with Geauga Growth Partnership.

Mr. Manfredi stated HB 149 passed on Thursday and was signed by the Governor. He also added the small group has been working hard with Kent and at this point we know for sure we will receive at least 50% funding if a new building is built on the Kent Geauga campus. Mr. DeLong also added PRIME has been meeting with the teachers and staff at all building.

New Business:

Board Members Recognition Month-Mr. DeLong thanked the Board and gave them all a certificate from the Ohio School Boards Association.

Open Public Participation

Ms. Timmons gave a building update at Ledgemont Elementary. PRIME met with the staff and the PTC committee, tech training for the staff, Jan 11 is D.A.R.E. graduation, snow flake dance, 1 book 1 school program starting, RTI training is January 20, MAP testing for the winter round is beginning, and January 31 the fourth graders will have testing. Ms. Timmons also thanked Kelly Minnick for securing breakfast for the students before these tests.

Mr. Manfredi asked how confident the staff and students are going into testing this year. Ms. Timmons stated it is a learning curve but they are feeling more comfortable.

Mr. Manfredi asked Ms. McCaffrey about breakfast at Burton Elementary. Mrs. McCaffrey said Burton Elementary would not qualify because they do not have a tutoring program in place like Ledgemont. Mr. Manfredi stated regardless of the cost, we should look at making sure our student have breakfast before taking these tests.

Board Discussion:

Mrs. Raikes questioned if the trophies and pictures have been returned to Ledgemont Elementary yet. Mr. DeLong stated the pictures are still at the town hall and he will drive there and get them to place back on the walls. Mr. DeLong added the trophies are upstairs at Ledgemont Elementary and he will work on taking them down and displaying them again.
Executive Session

Pursuant to Ohio Revised Code Section 121.22(G)(1), for the purpose of the employment of a public employee with no action to follow. Mrs. McCaffrey and Mr. DeLong were asked to stay.

A motion made by Mrs. Brown, seconded by Mr. Wadsworth to enter executive session at 6:59 p.m.

Roll call: Mr. Boyd-absent, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye
Four Ayes
One Absent
Motion Carried.

Adjournment

A motion made by Mr. Manfredi, seconded Mrs. Brown to adjourn the meeting at 7:30 p.m.

Roll Call: Mr. Manfred-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mrs. Brown-aye, Mr. Boyd-absent
Four Ayes
One Absent
Motion Carried.

Mr. John Manfredi               President

Mrs. Beth McCaffrey            Recorder of Proceedings