

---

# RECORD OF PROCEEDINGS

---

**MINUTES OF JULY 10, 2017 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. Wadsworth, 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.

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the minutes from the June 12, 2017 regular meeting.

Discussion: None

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

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, 2017** submitted subject to audit and include: Financial Summary, Appropriations and Revenue Summary, Check Register Recap, and Bank Reconciliation per *ORC 3313.29*.

---

# RECORD OF PROCEEDINGS

---

MINUTES OF JULY 10, 2017 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR BOARD MEETING  
BERKSHIRE BOARD OF EDUCATION

---

## Appropriations Modification

Motion made by Mrs. Brown, seconded by Mr. Wadsworth to approve the following changes to appropriations:

### Fiscal Year 2017

Rotary	Fund 014	( 159.03)
Internal Service	Fund 022	131.60

### Fiscal Year 2018

Title I	Fund 572-9217	24,658.92
IDEA	Fund 516-9218	80,946.42
Latchkey	Fund 020	17,000.00

Discussion: None

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

## Transfers/Advances

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

Fund 300	Transfer	Athletics	25,000.00
Fund 024	Transfer	Insurance	325,000.00
Fund 006	Transfer	Cafeteria	40,000.00
Fund 003	Advance	PI	100,000.00

Discussion: None

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

## Donation

Motion made by Mr. Manfredi, seconded by Mrs. Raikes to accept a \$3,500 donation to the General Fund from Preston Superstore.

---

# RECORD OF PROCEEDINGS

---

*MINUTES OF JULY 10, 2017 6:00 PM  
BERKSHIRE BOARD OF EDUCATION*

*REGULAR BOARD MEETING  
BERKSHIRE BOARD OF EDUCATION*

---

Discussion: Mr. Manfredi wanted to confirm a thank you letter was sent. Mr. DeLong stated a letter 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.

## **Ohio Schools Council Cooperative Bus Purchase**

Motion made by Mr. Wadsworth, seconded by Mr. Manfredi to participate in the Fall 2017/2018 Ohio Schools Council Cooperative School Bus Purchased Program and authorizes the Ohio Schools Council to advertise and receive bids on behalf of the Berkshire Board of Education as per the specifications submitted for the cooperative purchase of two (2) 72 passenger conventional school bus chassis and body.

Discussion: Mrs. McCaffrey explained that this was passed in March but many schools complained about the Spring bid so the OSC changed it to a Fall bid. Mrs. McCaffrey stated we will use the specifications from the last bid on this bid packet. Mr. Manfredi mentioned he would like her to also contact the Canfield people as well for bids. Mrs. McCaffrey also added we will take possession of our new buses sometime next week.

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

## **Vocational Report**

None

## **Committee Reports**

None

## **SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:**

### **Personnel:**

#### **Certified:**

Motion made by Mr. Manfredi, seconded by Mrs. Brown to approve one year Limited Contract for the following. Salary and benefits per negotiated Contract.

---

# RECORD OF PROCEEDINGS

---

MINUTES OF JULY 10, 2017 6:00 PM  
BERKSHIRE BOARD OF EDUCATION

REGULAR BOARD MEETING  
BERKSHIRE BOARD OF EDUCATION

---

Henry Hoover Math Teacher	BHS	Level 4, Step 12
Anne Mann	First Grade. Teacher – Burton Elem.	Level 3, Step 0
Maria Medic	Intervention Specialist – BHS	Level 3, Step 2
Brianne Valenti	Intervention Specialist – BHS	Level 1, Step 1

Discussion: Maria Medic was in attendance and thanked the Board for accepting her at Berkshire

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 Mrs. Raikes to approve the following as the Permanent Substitute Teacher, \$90.00 per day, with no benefits, effective August 23, 2017.

- Karen Fortier                      Ledgemont Elementary – Recalled
- Aimee Green                        Berkshire Jr./Sr. High School

Discussion: Mrs. Brown questioned why Nancy Tiber was not being approved. Mr. DeLong stated she was not ready yet and needed more professional development.

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 Mrs. Brown to approve the following supplemental contracts for the 2017/2018 school year:

- Jill Bittinger                      BLCC Member – 90%
- Jamie Bower                        BLCC Member – 90%
- Janet Duns                         BLCC Member – 90%
- Janet Duns                         Math Counts Advisor – Sixth Grade
- Amy Hochschild                    Sixth Grade Camp Coordinator
- Amy Hochschild                    Sixth Grade STEM Club Advisor
- Karen Kirby                        BLCC Member – 90%
- Tanya Klingman                    BLCC Member – 90%
- Laurie Lamb                        BLCC Member – 90%
- MaryJo Maxwell                    BLCC Member – 90%
- MaryJo Maxwell                    Non-Resident Mentor (Mann)
- Roxie Musacchio                   BLCC Member – 90%
- Sara O’Connor                    BLCC Member – 90%
- Lisa Starr                         BLCC Member – 90%

---

# RECORD OF PROCEEDINGS

---

*MINUTES OF JULY 10, 2017 6:00 PM  
BERKSHIRE BOARD OF EDUCATION*

*REGULAR BOARD MEETING  
BERKSHIRE BOARD OF EDUCATION*

---

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 Mr. Wadsworth seconded by Mr. Boyd to approve ten (10) extended days to Michael King, High School Principal.

Discussion: Mr. Manfredi asked if he has “hit the ground running”. Mr. Stoddard replied saying he will be giving us more than 10 days and that he has “hit the ground running”.

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. Raikes seconded by Mr. Boyd to approve a two percent increase for Amanda Randles, Burton Elementary School Principal, and to include a \$1,500 longevity payment for the 2017/2018 school year.

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. Brown, seconded by Mr. Wadsworth to approve a two percent increase for Kelly Timmons, Ledgemont Elementary School Principal, and to include a \$1,500 longevity payment for the 2017/2018 school year.

Discussion: None

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

---

# RECORD OF PROCEEDINGS

---

*MINUTES OF JULY 10, 2017 6:00 PM  
BERKSHIRE BOARD OF EDUCATION*

*REGULAR BOARD MEETING  
BERKSHIRE BOARD OF EDUCATION*

---

Motion made by Mr. Wadsworth, seconded by Mrs. Raikes to approve a two percent increase for Dawn Fleming, Curriculum/Special Education Director, and to include a \$1,500 longevity payment for the 2017/2018 school year.

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. Manfredi, seconded by Mrs. Brown to approve a two percent increase for Beth McCaffrey, Treasurer, and to include a \$1,500 longevity payment for the 2017/2018 school year.

Discussion: None

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

## **Classified:**

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve Johanna Kawalec as a full-time Educational Aide for Berkshire Jr./Sr. High School at Step 3 and benefits per negotiated agreement. All requirements have been met.

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. Boyd, seconded by Mrs. Raikes to approve a two percent increase for Melissa Malkus, Special Education/Superintendent Administrative Assistant, and to include a \$1,500 longevity payment for the 2017/2018 school year.

Discussion: None

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

---

# RECORD OF PROCEEDINGS

---

*MINUTES OF JULY 10, 2017 6:00 PM  
BERKSHIRE BOARD OF EDUCATION*

*REGULAR BOARD MEETING  
BERKSHIRE BOARD OF EDUCATION*

---

Motion made by Mr. Manfredi, seconded by Mr. Boyd to approve a two percent increase for Suzanne Steinhoff, Transportation Supervisor, and to include a \$1,500 longevity payment for the 2017/2018 school year.

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. Brown, seconded by Mr. Wadsworth to approve a two percent increase for Jim Badanjek, Maintenance Supervisor, and to include a \$1,500 longevity payment for the 2017/2018 school year.

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. Manfredi, seconded by Mr. Boyd to approve a two percent increase for Jaime Berman, Accounts Payable/Assistant to Treasurer, and to include a \$1,500 longevity payment for the 2017/2018 school year.

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 Mr. Wadsworth, seconded by Mrs. Brown to approve a two percent increase for Bonnie Makowski, Payroll Clerk, and to include a \$1,500 longevity payment for the 2017/2018 school year.

Discussion: None

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

---

# RECORD OF PROCEEDINGS

---

*MINUTES OF JULY 10, 2017 6:00 PM  
BERKSHIRE BOARD OF EDUCATION*

*REGULAR BOARD MEETING  
BERKSHIRE BOARD OF EDUCATION*

---

Motion made by Mr. Manfredi, seconded by Mr. Boyd to approve Aimee Green as a van driver.

Discussion: None

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

All Ayes

Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the following Supplemental Contracts for the 2017/2018 school year (Pending sufficient number of students participating):

- Terry Bonds                                      Head Custodian – Ledgesmont Elementary
- Gordy Cossick                                    Assistant Football Coach – 50%
- Logan Kumher                                    Junior High Football Coach
- Matt McDermott                                 Junior High Football Coach
- Justin Young                                     Assistant Football Coach – 50%

Discussion: Mr. Manfredi confirmed with Mr. Delong all fingerprinting and background checks have been done.

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 Mrs. Brown to approve the following volunteer:

- Brad Wadsworth                                Football

Discussion: None

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

4 Ayes, 1 Abstained

Motion Carried.

Motion made by Mr. Wadsworth, seconded by Mr. Boyd to approve the following Kitchen Supplemental Contracts for the 2017/2018 school year:

- Jenny Harrison                                 Kitchen Supervisor/High School Manager (\$6,000)
- Pam Wilmot                                     Burton Elementary Manager (\$1,500)
- Julie Sollars                                    Ledgesmont Elementary Manager (\$1,500)

Discussion: None



---

# RECORD OF PROCEEDINGS

---

*MINUTES OF JULY 10, 2017 6:00 PM  
BERKSHIRE BOARD OF EDUCATION*

*REGULAR BOARD MEETING  
BERKSHIRE BOARD OF EDUCATION*

---

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

**Business:**

Motion by Mr. Manfredi, seconded by Mrs. Raikes to adopt the following resolution:

WHEREAS, the Board of Education recognizes that it is the best interests of the District to enter into a settlement agreement with parents of a student in the District to avoid an adversarial dispute and a potential Due Process complaint; and

WHEREAS, the Parents have agreed not to file a Due Process complaint for the 2017-2018 school year; and

WHEREAS, the Board of Education has reviewed the proposed settlement agreement, which is attached hereto as Exhibit "A" (sealed), and approves of the terms of the agreement; and

WHEREAS, the settlement agreement involves a student in the District and must be maintained as confidential under both state and federal law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education authorizes the Superintendent and Director of Gifted & Special Education to execute the settlement agreement and take, along with the Treasurer, any and all action necessary to implement the terms of the agreement.

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. Wadsworth to approve two (2) Memorandum of Understanding with the Berkshire Education Association to amend the Agreement to incorporate certain changes authorized by recent ODE mandates and amendments to the Ohio Revised Code section 3319.111, Faculty Evaluations/Observations, Job Security and Contracts.

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-abstain, Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye  
4 Ayes, 1 Abstained  
Motion Carried.

---

# RECORD OF PROCEEDINGS

---

*MINUTES OF JULY 10, 2017 6:00 PM  
BERKSHIRE BOARD OF EDUCATION*

*REGULAR BOARD MEETING  
BERKSHIRE BOARD OF EDUCATION*

---

Motion made by Mr. Boyd seconded by Mr. Manfredi to authorize continued membership in the Ohio High School Athletic Association for the 2017-2018 School Year.

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. Wadsworth to approve First Reading for the following NEOLA Policy New/Revisions/Deletions:

2464

Discussion: None

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

## **Old Business**

None

## **New Business**

Motion made by Mr. Manfredi, seconded by Mrs. Raikes to contract with Anthem for medical insurance beginning August 1, 2017 and to increase the medical deductible to \$6,000 while still retaining the maximum out of pocket to the employees of \$600 for single coverage and \$1,200 for family coverage. Should Medical Mutual match the current offer from Anthem, the Superintendent has the authority to contract with Medical Mutual.

Discussion: Mrs. McCaffrey mentioned we have receiving ongoing quotes for our two year renewal and this would include a five percent increase to premiums. Anthem currently has the best offer on the table but of course if Medical Mutual were to match, we would stay with them. Mrs. Raikes questioned if this was part of any consortium. Mrs. McCaffrey responded it was not.

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

---

# RECORD OF PROCEEDINGS

---

*MINUTES OF JULY 10, 2017 6:00 PM  
BERKSHIRE BOARD OF EDUCATION*

*REGULAR BOARD MEETING  
BERKSHIRE BOARD OF EDUCATION*

---

## **Building Reports**

None

## **Board Discussion**

None

## **Open Public Participation**

Mrs. Brown mentioned this was Mr. DeLong's last board meeting and thanked him for all he has done. Mr. DeLong stated he enjoyed the last nine years and it was a pleasure working at Berkshire.

## **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 to confer with our attorney concerning court actions. No action to follow

Motion by Mrs. Raikes seconded by Mr. Wadsworth, to enter executive session at 6:21 p.m.

Board entered executive session at 6:26 p.m.

Board existed executive session at 6:49 p.m.

## **Adjournment**

A motion made by Mrs. Raikes, seconded Mr. Boyd to adjourn the meeting at 6:50 p.m.

---

Mr. John Manfredi

President

---

Mrs. Beth McCaffrey

Recorder of Proceedings