
RECORD OF PROCEEDINGS

**MINUTES OF SEPTEMBER 11, 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-present
Mr. Wadsworth-absent

Motion made by Mr. Boyd, seconded by Mrs. Brown to approve the current agenda.

Discussion: None

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

Motion made by Mr. Manfredi, seconded by Mrs. Brown to approve the minutes for the August 14, 2017 regular meeting.

Discussion: None

Roll Call: Mrs. Brown-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-absent, Mr. Boyd-aye
4 Ayes, 1 Absent
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 **August, 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 SEPTEMBER 11, 2017 6:00 PM
BERKSHIRE BOARD OF EDUCATION

REGULAR BOARD MEETING
BERKSHIRE BOARD OF EDUCATION

Permanent Appropriations:

Motion made by Mr. Boyd, seconded by Mrs. Brown to approve the following Permanent Appropriations:

<u>General Fund</u>	17,336,396.00
<u>Special Revenue Funds:</u>	
Principals Fund	50,000.00
Misc. Grants	3,500.00
Latchkey	17,512.93
Termination Fund	200,000.00
Athletics	105,000.00
EMIS	5,400.00
Title VIB IDEA Part B	280,946.42
Title I	362,249.36
Title IIA – Improving Teacher Quality	50,000.00
Title IV	10,000.00
<u>Capital Projects Fund:</u>	
Permanent Improvement	500,000.00
<u>Enterprise Funds:</u>	
Food Service	345,000.00
Uniform School Supplies	65,000.00
<u>Internal Service Funds</u>	
Rotary	13,000.00
Device Self Insurance/Replacement	5,000.00
Elementary Fund	2,000.00
Self Insurance Fund	415,000.00
<u>Fiduciary Fund:</u>	
Student Activities Fund	85,000.00
Scholarship	11,400.00
Total Permanent Appropriations	19,862,404.71

Discussion: None

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

RECORD OF PROCEEDINGS

*MINUTES OF SEPTEMBER 11, 2017 6:00 PM
BERKSHIRE BOARD OF EDUCATION*

*REGULAR BOARD MEETING
BERKSHIRE BOARD OF EDUCATION*

Cash Transfer:

Motion made by Mr. Manfredi, seconded by Mrs. Brown to approve a cash transfer of \$17,792.50 from the Uniform Supplies Account to the Device Insurance/Replacement Fund.

Discussion: Mr. Manfredi asked Mrs. McCaffrey to explain this. Mrs. McCaffrey stated this was to move funds that were collected last school year into this new fund.

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

Donation:

Motion made by Mrs. Raikes, seconded by Mr. Boyd to accept the following donations:

- | | | |
|-----------|----------------------------|-----------------|
| • \$300 | Geauga Knights of Baseball | Baseball Dugout |
| • \$100 | BHS 1987 Reunion | Adopt A Student |
| • \$2,000 | Preston | Athletics |

Discussion: Mr. Manfredi questioned if thank you letters were sent. Mr. Stoddard confirmed they were.

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

Vocational Report

None

Committee Reports

Mr. Stoddard gave an update on PRIME. There will be a meeting on Thursday at 4 pm at the Board Office which will consist of community members and teachers that participated in the meetings in the past. The executive committee also met last week to narrow down the programs that will be offered from Auburn Career Center. Mr. Stoddard stated he wants to ensure we have both career and college paths available for the students.

RECORD OF PROCEEDINGS

MINUTES OF SEPTEMBER 11, 2017 6:00 PM
BERKSHIRE BOARD OF EDUCATION

REGULAR BOARD MEETING
BERKSHIRE BOARD OF EDUCATION

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:

Certified:

Motion made by Mr. Manfredi, seconded by Mrs. Raikes to approve the following certified personnel for the 2017/2018 school year, all requirements have been met:

• Kaila Turovsky	1 Yr. Limited	Level I, Step 3
• Sara O'Conner	Title I Tutor	\$15 per hour
• Lori McBurnie	Title I Tutor	\$15 per hour
• Allison Lintern	Title I Tutor	\$15 per hour
• Marla Bencivenni	Title I Tutor	\$15 per hour
• Brittany Bakalar	ACT Proctor	\$25 per hour
• Carrie Butcher-Kleinhenz	Senior Class Advisor – 50%	
• Janet Duns	BPDC Member	
• Rich Guthrie	Resident Educator Mentor (Johnston)	
• Eric Higgs	Resident Educator Mentor (DeWeese)	
• Jill Jaskiewicz	Senior Class Advisor – 50%	
• Laurie Lamb	Resident Educator Mentor (Casey)	
• David Malkus	Assistant Wrestling Coach	
• MaryJo Maxwell	Resident Educator Mentor (Mann)	
• Lori McBurnie	Resident Educator Mentor (Hauser)	
• Lori McBurnie	Resident Educator Mentor (Toomey)	
• Ruth Moore	Resident Educator Mentor (Huber)	
• Ruth Moore	Resident Educator Mentor (Mele)	
• Ruth Moore	Resident Educator Mentor (Valenti)	
• Pamela Nguyen	Non-Resident Educator Mentor (Sherman)	
• Pamela Nguyen	Resident Educator Mentor (Malkus)	
• Pamela Nguyen	Resident Educator Mentor (Morbeto)	
• Sara O'Connor	Non-Resident Educator Mentor (McCandless)	
• Marilyn Percic	Substitute nurse	

Discussion: None

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

RECORD OF PROCEEDINGS

MINUTES OF SEPTEMBER 11, 2017 6:00 PM
BERKSHIRE BOARD OF EDUCATION

REGULAR BOARD MEETING
BERKSHIRE BOARD OF EDUCATION

Motion made by Mrs. Brown, seconded by Mr. Boyd to approve a salary step correction for Lisa Sherman from Level IV, Step I to Level IV, Step II.

Discussion: None

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

Motion made by Mr. Manfredi, seconded by Mrs. Raikes to approve the following resignations, effective immediately.

- Kim Fiest BPDC Member
- MaryJo Maxwell Non-Resident Educator Mentor (Mann)

Discussion: None

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

Classified:

Motion made by Mrs. Brown, seconded by Mrs. Raikes to approve the following, Classified Personnel, all requirements have been met:

- Helena Schaden Lunchroom Aide 1 Yr Limited
- Nancy Tiber Title I Aide 1 Yr Limited
- Terri Fabian EMIS Coordinator Job Re-assignment
- Quaran DeJarnette Sub Educational Aide
- Vyta Kavaliauskas Asst. Cross County – 50%
- Lynn Rose Substitute Custodian
- Halcyon Domanski Band Chaperone
- Diane Nelson Band Chaperone
- Cindy Evans High School Cheerleading Volunteer

Discussion: None

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

RECORD OF PROCEEDINGS

*MINUTES OF SEPTEMBER 11, 2017 6:00 PM
BERKSHIRE BOARD OF EDUCATION*

*REGULAR BOARD MEETING
BERKSHIRE BOARD OF EDUCATION*

Business:

School Nutrition Services Compliance:

Berkshire Local School District is compliant with regulations for all snack food sold by adhering to the USDA Smart Snacks at school and Ohio's food and beverage standards sold as outlined in SB 210 (whichever is stricter)

Discussion: None

Motion made by Mr. Manfredi, seconded by Mrs. Brown to approve the following:

- Amy Hochschild disperse medication for the 2017/2018 school year.
- Bonnie Pennypacker – specific student
- Gail Stotlar – specific student

Discussion: None

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

Motion made by Mr. Manfredi, seconded by Mr. Boyd to approve the reimbursement of \$65 per month for cell phone reimbursement to the following:

- Michael King
- Brian Hiscox
- Amanda Randles
- Kelly Reinhart
- Dawn Fleming

Discussion: None

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

RECORD OF PROCEEDINGS

MINUTES OF SEPTEMBER 11, 2017 6:00 PM
BERKSHIRE BOARD OF EDUCATION

REGULAR BOARD MEETING
BERKSHIRE BOARD OF EDUCATION

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

- Berkshire Jr./Sr. High School.
- Burton Elementary School
- Ledgesmont Elementary School
- Ledgesmont Elementary's Latchkey Program Parent Handbook.

Discussion: None

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

Motion made by Mrs. Raikes, seconded by Mr. Manfredi to approve payment in lieu of transportation to the following:

- Boehringer Family (St. Mary's)
- Boehringer Family (NDCL)
- DeSantis Family (Hershey Montessori Huntsburg Campus)
- DiDonato Family (St. Mary's)
- Passow Family (St. Mary's)
- Purses-Agawa Family (Hershey Montessori Huntsburg Campus)
- Zagar Family (NDES)

Discussion: None

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

Motion made by Mrs. Raikes, seconded by Mr. Boyd to approve the following **for transportation purposes only** for the 2017/2018 school year:

- Release of Berkshire Local School students to Cardinal Schools
- Release of Berkshire Local School students to Chardon Schools
- Acceptance of Cardinal Schools students to Berkshire Local Schools

Discussion: Mr. Manfredi asked if we do any transportation with Newbury. Mr. Stoddard replied no, we do not.

RECORD OF PROCEEDINGS

MINUTES OF SEPTEMBER 11, 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-absent, Mr. Boyd-aye, Mrs. Brown-aye
4 Ayes, 1 Absent
Motion Carried.

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

0150	2430	2430.02	2431
2461	2623	3120.08	5111
5200	5460	5610	5630.01
6320	6325	6423	6700
8210	8310	8320	8330
8452	8500	8510	9270

Discussion: None

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-absent, Mr. Boyd-aye, Mrs. Brown-aye, Mr. Manfredi-aye
4 Ayes, 1 Absent
Motion carried.

Motion made by Mr. Manfredi, seconded by Mr. Boyd to approve the change order in the amount of \$3,600 to Roberts Roofing for replacement of roof drains on High School Roof

Discussion: None

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

Old Business

None

New Business

Burton Elementary building report- BRONZE STATUS awarded to BE on PBIS (Close to Silver with a few additions), Safety Town went well and they reached a record high attendance, Kindergarten Readiness Camp was a success with LE and BE kids, Kindergarten Parent Night, 4th Grade Orientation, New Student Tours, Open House were highly attended and positive comments from families, Successful 1st-day assemblies, flag raising ceremony and smooth start, MAP and SLO data being completed and reviewed, New student phone calls to families and phone calls to all kindergarten families, Family Pride starting, 5th and 6th Grade Band has 40 kids signed up (highest numbers at BE), Kindergarten phase in completed and all started the first day, Chromebooks deployed in 4th Grade

RECORD OF PROCEEDINGS

*MINUTES OF SEPTEMBER 11, 2017 6:00 PM
BERKSHIRE BOARD OF EDUCATION*

*REGULAR BOARD MEETING
BERKSHIRE BOARD OF EDUCATION*

Ledgemont Elementary building report- Kindergarten orientation & phase in went well; kindergarten screening complete, Open house was well attended; MAP testing almost complete. Beginning to analyze data and conference with students, Meet with Lea Travis Monday 9/11. Curriculum alignment dates being selected, A very smooth first fire drill was conducted Friday 8/25. Fire inspection was done 8/18 and structural engineer cleared building 8/16, Teachers got a great start on public school works. Bus safety presentations and evacuations week of 9/11, Kicked off fundraiser with Great Western Reserve (ends sept 12), Current enrollment prek-6: 209, Community groups being scheduled (Family Pride, big brothers, north coast driving school)

High School building report- Fall diagnostic testing has been completed; teachers and building administration are working through the data to build classroom instruction to meet the needs of students based on state standards and the data generated, Mr. King and I will be conducting a joint meet the new Superintendent and new HS Principal at Stocker's in Thompson this Friday at 9AM. (With more dates and locations to come throughout the year. Class officer speeches and voting are being held this week.

Athletics- Fall diagnostic testing has been completed; teachers and building administration are working through the data to build classroom instruction to meet the needs of students based on state standards and the data generated, Mr. King and I will be conducting a joint meet the new Superintendent and new HS Principal at Stocker's in Thompson this Friday at 9AM. (With more dates and locations to come throughout the year. Class officer speeches and voting are being held this week.

Berkshire Early Bird Cross Country Invitational - our largest sporting event ever with over 1,600 runners, Fall sports are underway, just under 50% of all BHS students participate in a fall sport including band.

- o Girl's Soccer is currently 7-0
- o Volleyball 8-1
- o Band as always, undefeated!

Outpouring of support for the Kuchta family has been outstanding. Our counselors for LE and BE as well as our school psychologists supported the HS staff and students. Family Pride had grief counselors and 2 Therapy dogs at the HS, The Kuchta family has an account at Geauga Family Credit Union to accept donations for support, Berkshire Athletic Boosters donated the 50/50 proceeds from Friday night's game to the family, and the winner of the 50/50 also donated their portion, Services will be held on Wednesday, September 13 from 1-8 at Century Village.

Open Public Participation

Diane Long wanted to confirm the date of the October board meeting. Mrs. McCaffrey stated it was October 9th and November 20th, which is the third Monday of November.

RECORD OF PROCEEDINGS

MINUTES OF SEPTEMBER 11, 2017 6:00 PM
BERKSHIRE BOARD OF EDUCATION

REGULAR BOARD MEETING
BERKSHIRE BOARD OF EDUCATION

Board Discussion

Mr. Manfredi asked what kindergarten enrollment numbers were this year. Mr. Stoddard stated we were at 95 students this year, which is good.

Mrs. Brown asked about North Coast Driving at Ledgesmont. Mr. Stoddard indicated this was a community organization that was doing demos for the building.

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 the employment of a public employee. No action to follow.

Motion by Mr. Manfredi seconded by Mrs. Brown, to enter executive session at 6:20 p.m.

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

Board entered executive session at 6:22 p.m.

Mr. Wadsworth joined the Board Meeting at 6:33 p.m.

Adjournment

A motion made by Mrs. Brown, seconded Mr. Boyd to adjourn the meeting at 6:40 p.m.

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



Mr. John Manfredi

President



Mrs. Beth McCaffrey

Recorder of Proceedings