
RECORD OF PROCEEDINGS

**MINUTES OF DECEMBER 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, Mr. Wadsworth-present

Motion made by Mr. Wadsworth, 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-aye
All Ayes
Motion Carried.

Motion made by Mr. Boyd, seconded by Mr. Wadsworth to approve the minutes from the November 6, 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.

OSBA Media Honor Roll:

John Karlovec and Ann Wishart – Geauga County Maple Leaf

Treasurer's Report:

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

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Legal Fund:

Motion made by Mr. Boyd, seconded by Mr. Manfredi to approve the annual membership in the Ohio Schools Boards' Association and participation in legal assistance fund and subscription to the briefcase.

Discussion: None

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

Appropriations:

Motion made by Mr. Wadsworth, seconded by Mrs. Brown to approve a new fund and the following appropriation changes:

Title IIA	Fund 590	+ 10,597.26
Title I	Fund 572	- 49,953.88
Perm. Improvements	Fund 003	+ 50,000.00

Discussion: None

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

Donations:

Motion made by Mrs. Brown, seconded by Mrs. Raikes to accept the \$1,000 donation from Women's Volleyball league to the Baseball Dugout Project.

Discussion: Mr. Manfredi wanted to confirm a thank you letter has been sent.

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

Committee Reports

None

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SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:

Personnel

Classified:

Motion made by Mr. Wadsworth, seconded by Mr. Manfredi to accept the resignation of Tyler Briggs as the Assistant Boys Soccer Coach, effective as of August 10, 2017.

Discussion: Mrs. Raikes asked why this is just now being approved. Mr. Stoddard stated Tyler's employer would not allow him to be a coach so he wanted to stay on as a volunteer but it turns out his employer did not even want him to volunteer, which is why the date is in August.

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. Manfredi to approve the following classified personnel for the 2017/2018 school year, all requirements have been met:

- | | |
|--------------------|--|
| • Daniel Armstrong | Substitute Custodian |
| • Leesa Burzanko | Driver - Activity Bus |
| • Jesse DeWeese | Assistant Varsity Wrestling Coach |
| • Carl Gunther | Substitute Custodian |
| • Joel Jenkins | Jr. High Wrestling Coach |
| • Jeffrey Kuchling | Jr. High Boys Basketball Coach |
| • Peyton Neumore | Assistant Varsity Girls Basketball Coach |
| • Ian Patterson | Jr. High Girls Basketball Coach |
| • Susan Thomas | Volunteer Swim Coach |
| • Cindy Evans | Volunteer HS Asst. Cheer Advisor |
| • Stuart Miller | JV Baseball Coach |

Discussion: Mr. Wadsworth asked where our swimmer is swimming. Mrs. McCaffrey stated she was swimming with West Geauga. Bryan then stated West Geauga did not have a swimming pool so it must be at either the YMCA or Hawken. Mrs. Raikes asked for the salaries for these supplementals. Mrs. McCaffrey stated they were in the back of their board packet.

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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Business:

Motion made by Mr. Wadsworth, seconded by Mrs. Raikes approving the resolution requesting State Consents to issue Bonds of the School District in the amount not to exceed \$28,000,000 and to submit question of such issuance to the Electors per *ORC 133.06*.

NOW, THEREFORE, BE IT RESOLVED and hereby determined by the Board of Education of the Berkshire Local School District, Geauga and Ashtabula Counties, Ohio, that:

Section 1. It is necessary for the purpose of constructing school facilities and locally funded initiatives under the Classroom Facilities Assistance Program of the Ohio Facilities Construction Commission; furnishing and equipping the same; and improving the sites thereof; to issue and sell bonds of the School District in an amount not to exceed \$28,000,000 (the "Bonds").

Section 2. The School District requests consents of the Tax Commissioner of Ohio and the Superintendent of Public Instruction to issue bonds in excess of 4% but not to exceed 9% of the tax valuation of said School District, all in accordance with Ohio Revised Code ("Revised Code") Section 133.06.

Section 3. The School District is hereby declared to be a "special needs" district within the meaning of Revised Code Section 133.06(E) because the student population of the School District is not being adequately serviced by the existing permanent improvements of the School District and the School District cannot obtain funds within the limitations of Revised Code Section 133.06(B) to provide additional facilities to meet such needs.

Section 4. The School District requests consents of the Tax Commissioner of Ohio and the Superintendent of Public Instruction to issue bonds in excess of 9% of the tax valuation of said School District, all in accordance with Revised Code Section 133.06.

Section 5. The Board intends to submit the question of issuing the Bonds to the electors of the School District at the election to be held at the usual voting places within the School District on May 8, 2018.

Section 6. All formal actions of this Board concerning and relating to the passage of this resolution were adopted in an open meeting of this Board, and all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Revised Code Section 121.22.

Section 7. The Treasurer of this Board is hereby authorized and directed to certify a copy of this resolution to the Superintendent of Public Instruction and to the Tax Commissioner of Ohio.

Discussion: None

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. Manfredi, seconded by Mr. Boyd to reappoint Beth McCaffrey as the Board's representative to the Troy Township CRA Tax Incentive Review Council.

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 an overnight trip for the Varsity Wrestling Team to participate in the Defiance Vision-Chrysler Border War Invitational in Defiance, Ohio. The team will depart Friday, December 29, 2017 and return Saturday, December 30, 2017.

Discussion: Mr. Boyd asked if the team was traveling in a bus or a van. Mr. Stoddard stated it would most likely be a van since there would not be that many of them. Mrs. Raikes asked if they would be leaving after school. Mrs. Brown stated the school is on Christmas break at that time.

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 formation of the following new clubs and to authorize the Treasurer to establish a special cost center in the Student Activities Fund in the Clubs name:

- PenOhio, New writing club at Berkshire Jr./Sr. High School Maria Koler will serve as the Volunteer Advisor.
- LE STEM, New STEM club at Ledgemont Elementary, Lori McBurnie will serve as the Volunteer Advisor.

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. Wadsworth, seconded by Mr. Boyd to approve the Second and Final Reading for the following NEOLA Policies New/Revisions/Deletions:

2271	2464	4120.05	5111.01	5111.03	5136
5136.01	5200	5330	5530	6233	6680
7300	7540.03	7540.04	7540.05	7540.06	8300

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8305 8340 8600.04 9141
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 approving the resolution establishing the Berkshire Education Foundation Fund, appointing a committee of Administrators relating thereto and creating the Berkshire Education Foundation Fund Trust per *ORC 3313.36, 3315.40, 3315.41*.

WHEREAS, the Board desires to establish the Berkshire Education Foundation Fund (the "Fund") pursuant to R.C. 3315.40 for the purpose of providing financial assistance and support for educational programs, projects, and curricular/extracurricular activities including scholarships;

WHEREAS, R.C. 3315.40 permits the Board to name a committee of administrators to administer the Fund and provide recommendations for the use of the Fund;

WHEREAS, R.C. 3315.40 permits the Board to accept a trust for the investment of money held by the Fund and appoint a non-profit foundation as trustee;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Berkshire Local School District, Geauga and Ashtabula Counties, Ohio, that:

Section 1. The Board hereby establishes the Fund as an education foundation fund under R.C. 3315.40 (USAS Fund 029-Education Foundation).

Section 2. The Board, pursuant to its authority under R.C. 3315.40, hereby establishes a Committee of Administrators (the "Committee") to administer the Fund and provide recommendations to the Board for the use of the Fund.

Section 3. The Board hereby appoints the following School District administrators to serve on the Committee, which persons shall serve at the discretion of the Board, and who shall receive no compensation, but may reimbursed for the actual and necessary expenses incurred in the performance of their duties:

Superintendent
Treasurer
Board Member named In the Annual Reorganizational Meeting

Section 4. The Board hereby grants the Committee the power to create any advisory committees as appropriate to assist it in execution of its duties.

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Section 5. The Board, pursuant to its authority under R.C. 3315.41, hereby creates a trust for investment of money held by the Fund, which shall be named the Berkshire Education Foundation Fund Trust (the "Trust").

Section 6. The Trust shall be initially funded with such monies received from the

Section 7. In its discretion, the Board may appoint a non-profit foundation as Trustee of the Trust. The Trustee shall administer the trust, including but not limited to, holding, investing, and reinvesting the Trust principal; collecting the income from the investments; and, after deducting the costs of administering the Trust and the Trustee's compensation, paying the net income to the Treasurer for payment into the Fund as beneficiary.

Section 8. The Trust may be amended by the Board if the Board concludes that amendment will better enable the objectives of the Trust to be achieved, including but not limited to the conditions under which the Trust will be revocable.

Section 9. All formal actions of this Board concerning and relating to the passage of this resolution were adopted in an open meeting of this Board, and all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Discussion: Mr. Stoddard recommended at least three members be on the committee. Mr. Stoddard suggested it be the superintendent, treasurer and one board member, which will be determined at the January reorganizational meeting.

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

Motion made by Mr. Wadsworth, seconded by Mrs. Raikes to hold the January Organization meeting on January 8, 2018 at 6:00 p.m., with the regular meeting to immediately follow. An alternative date of January 9, 2018 will be held in case of inclement weather.

Discussion: Mr. Manfredi asked how this meeting notice is posted. Mrs. McCaffrey stated it is posted almost exactly as the motion is written. Mr. Stoddard also added he would like to create some kind of

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schedule and rotate the location of board meetings and hold them in the different townships and school buildings.

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. Wadsworth, seconded by Mrs. Brown to appoint Mr. Manfredi, President Pro Tem, effective until the annual Reorganization Meeting in January 2018

Discussion: Mrs. Raikes asked why Mr. Stoddard nominated the Pro Tem President as that was normally something the board did.

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

Mr. Stoddard gave a brief update on PRIME and stated on Wednesday he will be attending the Kent Board of Trustees meeting and presenting in executive session. Hopefully after that meeting, the finance committee will pass a resolution for the land lease contract for a new building on their property.

December 19, Mr. Stoddard will be giving a presentation at Great Lakes Cheese with other businesses with the Berkshire School District in hopes of soliciting them for participation in the PRIME project.

Mr. Stoddard also explained PRIME is not all about a new building. It is creating the opportunity for our students to have the American dream which is earning a decent living wage, opportunity for advancement in careers and healthcare benefits.

Mr. Stoddard also stated he has been meeting with the principals, Ms. Fleming and Mr. Hiscox and talking about what it means to be a leader and discussing change.

Burton Elementary-

- 6th Grade Companies were a huge success in teaching economics and also partnering with the PTO for their camp fundraising through their profits.
- Received our PBIS Bronze award from the state at a luncheon in Mansfield
- Wonder Movie with families from BE at Chagrin Cinemas
- "Principal for the Day" fundraiser winner followed Mandy and was "in charge" on November 21st
- PJ day for the troops....BE raised over \$1,300 for Terri Berman and her care packages
- Dave Miller (Technology Training) was successful in teaching blended learning through the SAMR Model. All grade levels began a preliminary training and will receive more in upcoming months.
- Gifted book club invited guests to a "High Tea" chat about a book they read and presented their projects to the group. The book had English themes throughout the story.

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- We met with United Way about services that they provide through the county....they will be attending a staff meeting
- 6th Grade Math Curriculum Mapping
- Staff meeting with John covering the State Report Card
- SST extended standards meeting during PLCs to ensure we are servicing our students on extended standards.
- Awards assembly went well and the band performed for the audience. Many families attended!
- Integrity Award donut celebration for students who won the BE Integrity Award
- Attended a meeting about Gifted Report Card information and brought it back to the building
- 3rd Grade Curriculum Mapping started
- STEM and Math club continue to meet and practice together
- Student Council meets each week to plan service projects and recycle in every classroom throughout the school
- Band and tutoring meets every morning before school
- Snowflake Shop and 1st and 2nd Grade Winter Concert were well attended
- PAX training coming up for the specials teachers

Ledgemont Elementary-

- November/December rounded out with continued staff PD (technology, study island, PAX, and curriculum mapping)
- HQT forms and round one of evaluations.
- All 3-6 ELA and Math and 5th science have all met and are ready to wrap up on Jan 2 waiver day.
- K/1 will work together getting started at the Jan 2 work day with Lea and Bob.
- Secretaries/ counselors working on streamlining HB 410 requirements.
- Successful Holiday Concert 12/6 and Santa Shop 12/6-8
- All students will participate in the Hour of Code next week during tech classes.
- Kiwanis/Grange book donation to all 2/3 graders on 12/13
- 12/15 PTC movie night 6:30-8
- Sixth grade field trip to Rock and Roll Hall of Fame 12/18
- Holiday parties and ugly sweater day 12/20 at 2:45 - Santa to visit.
- 6th grade TPP begins January 16th as does winter MAP testing.

High School-

- Winter sports are underway...
- Little Women presented by the BHS Thespians was a smashing success from our thespians to our stage crew and managers I could not be more proud of them, with a special thanks to Carter Lumber for sponsoring the program.
- PennOhio will take on the role of a Power of the Pen-ish type middle school writing tournament which will be held in the spring, sign-ups are underway. (Power of the Pen was cancelled for this year by the organizers)
- Student Council will be presenting their first Unformal this coming January, students will be free to wear what they choose to the dance as long as it is school appropriate.

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- Our Guidance department held their annual College Credit Plus meeting in conjunction with Newbury this evening sharing all the advantages that the program has to offer.
- Mr. King and some staff members have begun to visit selected schools in our area to begin to look at the redevelopment of our library into a makerspace. Many exciting ideas are being generated to continue the development of a space to assist teachers in PBL teaching/learning.
- Ms. Hull and her newspaper staff have begun the development of video announcements which is one of the early benefits of the makerspace transition.
- Senior Shadow project forms have been distributed to the students and anyone interested in being a part of that program is encouraged to contact Mrs. Paluf and Mrs. Bakalar.
- In conjunction with Geauga Growth Partnership our guidance department developed the dates and syllabi sophomore and Junior Career Days coming up beginning in January. GGP continues to be an outstanding partner for the development of Berkshire Students!
- Our students through the hard work of Berkshire TI are participating in the Great Vape Escape focused on continuing to educate our students on the dangers around the use of vape.
- Bowling club has begun under the direction Mr. Lester and Mrs. Maske is doing quite well, numbers are up and a good time is being had by all.
- Berkshire HS participated in Adopt-a- Platoon in which our students had a dress down day in order to raise money to provides some tastes (snacks) and “feels” (extra socks, books, etc) of home for US troops stationed in Europe.
- Our Physics students have had some great hands on learning the past few weeks with everything from the catapult design, construction, and launch to the egg drop.

Mr. Manfredi thanked Mrs. Brown for all that she has done for Berkshire Schools as December is her last meeting. Mrs. Brown stated it was a pleasure working with everyone at Berkshire and welcomed Ms. Stanley.

Open Public Participation

None

Board Discussion:

Mrs. Raikes mentioned she attended the Christmas concerts at both Burton and Ledgemont Elementary and they were both very good.

Executive Session:

To adjourn to an executive session in accordance with Ohio Revised Code Section 121.22(G)(1), for the purpose of the employment of a public employee with no action to follow. Ms. Stanley was asked to stay.

A motion moved by Mrs. Raikes seconded by Mr. Wadsworth

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

Time Motion Made: 6:41 PM

Time Entered into Executive Session: 6:44PM

Time Exited from Executive Session: 6:51PM

Adjournment

A motion made by Mr. Wadsworth, seconded Mrs. Raikes to adjourn the meeting at 6:52 p.m.



Mr. John Manfredi

President



Mrs. Beth McCaffrey

Recorder of Proceedings