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# RECORD OF PROCEEDINGS

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**MINUTES OF MARCH 12, 2018 6:00 PM  
BERKSHIRE BOARD OF EDUCATION**

**REGULAR BOARD MEETING  
TROY COMMUNITY CENTER**

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\* 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, Mr. Manfredi, Mrs. Raikes, Ms. Stanley, Mr. Wadsworth-present

Motion to approve the current agenda.

Discussion: Mr. Boyd stated he would like to table the lease agreement for the modular classrooms at Burton Elementary because of the dollar amount change. Mrs. McCaffrey stated that a decision had to be made by March 31.

First: Mr. Manfredi, Seconded: Mr. Wadsworth

Roll Call: Mr. Boyd-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Ms. Stanley - nay, Mr. Wadsworth-aye  
4 Ayes, 1 Nay  
Motion Carried.

Motion to approve the minutes from the February 12, 2018 regular meeting and February 19, 2018 special meeting.

Discussion: None

First: Ms. Stanley, Seconded: Mr. Wadsworth

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Ms. Stanley-aye, Mr. Wadsworth-aye, Mr. Boyd-aye  
All Ayes  
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 **February, 2018,** 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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## Resolution Accepting Tax Rates

Motion to approve the following resolution as required by the Tax Budget Commission.

### **RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.**

WHEREAS, this Board of Education in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing on July 1<sup>st</sup>, 2018 and WHEREAS, the Budget Commission of Geauga County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill limitation; therefore, be it RESOLVED, By the Board of Education of the Berkshire Local School District, Geauga County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further RESOLVED, that there be and is hereby levied on the tax duplicate of said School District the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A				
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITORS ESTIMATED TAX RATES				
FUND	Amount to be Derived from Levies Outside 10 Mill Limitation	Amount Approved by Budget Commission Inside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
General Fund	5,688,762.00	1,498,109.00	4.50	45.30
Library Fund	385,479.00	0		1.70
Permanent Improvement	375,686.00	0		2.50
TOTAL	6,449,927.00	1,498,109.00	4.5	49.50



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<b>SCHEDULE B LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES</b>		
<b>GENERAL FUND</b>	<b>Maximum Rate Authorized to Be Levied</b>	<b>County Auditor's Estimate of Yield of Levy (Schedule A, Col 1)</b>
26.10 Current expense levy authorized by voters on 1976 and Prior not to exceed - Continuing - years.	26.10	2,864,065.00
5.0 Current expense levy authorized by voters on 11-08-1977 not to exceed - Continuing - years.	5.00	548,672.00
4.70 Current expense levy authorized by voters on 08-02-1983 not to exceed - Continuing - years.	4.70	734,835.00
4.50 Current expense levy authorized by voters on 11-05-1985 not to exceed - Continuing - years.	4.50	7,035.66
5.0 Current expense levy authorized by voters on 05-03-1988 not to exceed - Continuing - years.	5.00	837,624.00
<b>TOTAL General Fund outside 10 mill Limitation</b>	<b>45.30</b>	<b>4,992,231.66</b>

<b>SCHEDULE B LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES</b>		
<b>NON-GENERAL FUND</b>	<b>Maximum Rate Authorized to Be Levied</b>	<b>County Auditor's Estimate of Yield of Levy (Schedule A, Col 1)</b>
2.50 Permanent Improvement Fund levy authorized by voters on 11/05/13 not to exceed - five - years.	2.50	375,686.00
1.7 Burton Library Fund levy authorized by voters on 5-06-14 not to exceed - Continuing - years.	1.70	385,479.00

and be it further RESOLVED, that the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Discussion: None

First: Mr. Manfredi, Seconded: Mr. Wadsworth

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

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All Ayes  
Motion Carried.

## **Donation:**

Motion to accept the donation of \$600 from Activities Press to sponsor two Ledgemont Elementary students to attend 6<sup>th</sup> Grade Camp.

Discussion: Mrs. Raikes questioned where Activities Press was located and if they had an affiliation with Ledgemont Elementary. Mrs. McCaffrey stated Activities Press was located in Mentor, Ohio and she was not sure if they had an affiliation. The company donated money for two students at Ledgemont to attend 6<sup>th</sup> grade camp.

First: Mr. Wadsworth, Seconded: Mr. Manfredi

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

## **Cash Transfer/Advance Return:**

Motion to approve the following Cash Transfer and Advance Return:

- |             |                |                                          |
|-------------|----------------|------------------------------------------|
| • \$ 75,000 | Cash Transfer  | From General Fund to Self Insurance Fund |
| • \$100,000 | Advance Return | From PI Fund to General Fund             |

Discussion: None

First: Mr. Wadsworth, Seconded: Mr. Boyd

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

## **Then & Now**

Motion to approve the Then & Now Encumbrance of \$2,048.55 to George Junior Republic Schools for the placement of a student.

Discussion: None

First: Mr. Manfredi, Seconded: Mr. Wadsworth

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

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## Vocational Report

None

## Committee Reports

Mr. Stoddard gave an update on PRIME. A graduate profile draft was presented to the staff on the February 16 in-service. Adjustments will be made and the respective buildings will hold community engagement sessions for their input. Ms. Stanley asked if that could be sent to the board in which Mr. Stoddard responded that it was sent in the board notes.

## SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:

### **Certified:**

Motion to approve the following salary schedule change effective January 22, 2018:

- Tricia Hart from Level IV Step 1 to Level V Step 1 \$41,385

Discussion: None

First: Mr. Boyd, Seconded: Mr. Manfredi

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

Motion made to approve the following supplemental contracts for the 2017/2018 school year:

- |                   |                              |           |
|-------------------|------------------------------|-----------|
| • Eric Germovsek  | Sixth Grade Camp             | \$1,396   |
| • Kelsey Kempert  | Jr. High Track & Field Coach | \$3,141   |
| • Matt Morbeto    | Sixth Grade Camp             | \$1,396   |
| • Brianne Valenti | Jr. High Track & Field Coach | \$2,792   |
| • Doug Lory       | Assistant Baseball Coach     | \$3,490   |
| • John McMahan    | Substitute Principal – LE    | \$300/day |

Discussion: None

First: Mr. Wadsworth, Seconded: Mr. Boyd

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

### **Classified:**



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Motion to accept the following resignations:

- Leesa Burzanko – Activity Bus, effective March 8, 2018
- Carol Miller - Playground Aide, effective February 16, 2018

Discussion: None

First: Mr. Manfredi, Seconded: Mrs. Raikes

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

Motion Carried.

Motion to approve the following supplemental contracts for the 2017/2018 school year:

• John Dingman	Assistant Track & Field Coach	\$3,490
• Victoria Hauser	Substitute – Recess Aide	\$12/hr.
• Victoria Hauser	Substitute – Latchkey	\$ 8.30/hr.
• Susan Meyer	Substitute – Latchkey	\$ 8.30/hr.
• Kathy DiRosa	Activity Bus	\$24.01/hr

First: Mr. Wadsworth, Seconded: Mrs. Raikes

It was reported that the amount listed for the 6<sup>th</sup> grade camp nurse should be \$1,000. Chad Russell was then taken off this motion and will be put on a future agenda with the corrected amount. Ms. Stanley stated a new motion must be made since the change. Mr. Stoddard re-read the motion.

First: Mr. Wadsworth, Seconded: Mrs. Raikes

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

Motion Carried.

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## **Business:**

Motion to approve Sixth Grade Camp at 4-H Camp Whitewood (Windsor, Ohio) from May 8 to May 11, 2018.

Discussion: Ms. Stanley questioned how camp is paid for and if the school collects the fees. Mrs. McCaffrey stated donations are ear marked for camp and placed into a fund which are then applied towards students. Camp fees are assessed are charged to the 6<sup>th</sup> graders for that current year. All monies are run through the school with the exception of when the PTO/PTC does fundraisers. Mrs. McCaffrey also added the cost is about \$300 per student.

First: Mr. Boyd, Seconded: Ms. Stanley

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

All Ayes

Motion Carried.

Motion to approve the following certified staff to dispense medication during the 8<sup>th</sup> Grade trip:

- Josh DeWeese
- Rich Guthrie
- Kelsey Kempert
- Meghan Hull
- Kim Mele
- Shannon Moore
- Tracy Rea

Discussion: None

First: Mr. Wadsworth, Seconded: Mr. Boyd

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

All Ayes

Motion Carried.

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Motion to approve the following 2018/2019 school fees for Burton and Ledgemont Elementary Schools:

- Kindergarten \$55.00
- First Grade \$55.00
- Second Grade \$55.00
- Third Grade \$55.00
- Fourth Grade \$55.00
- Fifth Grade \$55.00
- Sixth Grade \$55.00

Discussion: Mr. Manfredi confirmed these amounts were the same this last year. Ms. Stanley questioned why 6<sup>th</sup> grade camp was not on this list. Mrs. McCaffrey stated that it is not a fee that is assessed by the board.

First: Mrs. Raikes, Seconded: Mr. Boyd

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

Motion to renew the three year lease of the modular classroom at Burton Elementary at \$569 per month.

Discussion: Mrs. McCaffrey stated the amount decreased as the original price included the removal of the old trailer and set up of the new. Mr. Boyd questioned what services were held in the modular classrooms. Mr. Stoddard stated gifted, Title I, related services and speech/PT offices. Ms. Stanley questioned what would happen if the lease was not renewed. Mr. Stoddard stated he would not recommend bussing students across the district for 30-40 minutes of service and added students are in that building all day long.

First: Mr. Manfredi, Seconded: Mr. Wadsworth

Roll Call: Ms. Stanley-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Mr. Manfredi-aye, Mrs. Raikes-aye  
4 Ayes, 1 Nay  
Motion Carried.

## **Old Business**

Mr. Stoddard discussed the outreach they had performed regarding Grade weights and GPA calculations. Mr. Stoddard recommended adding weighted classes starting with a graduating class that has not had the opportunity to take AP/CCP classes yet which would be next year's sophomore class.



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## New Business

Concealed Carry in the Schools- presentation from Jim Irvine from FASTER Saves Lives presented to the Board and audience. Mr. Irvine thanked the board for allowing him to present in an open session as it is normally requested to be done in executive session. FASTER saves lives works with 220 other schools in Ohio and focuses on medical and equipment training along with concealed and carry options should a situation arise. Mr. Boyd stated there is more discussion to be had regarding this issue and the board will decide on where to go from here. Ms. Stanley assured the audience this was the first time they are hearing this as well.

## Board Member Discussion

Mr. Stoddard informed the Board that the district is currently working with UH Hospitals and are involved in the Stop the Bleed program. UH will be donating trauma kits for every classroom as well as CPR training at no cost to the district.

## Open Public Participation

Amy Hochschild stated she feels that gun safety is a national issue and feels allowing conceal and carry in the district puts a lot of pressure on the staff and that help should be coming from the federal government.

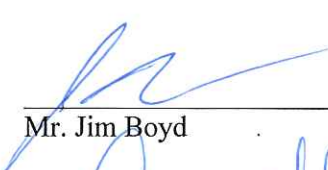
Erin Kitsmiller commended the board for looking into this issue and would like to see this continue.

Mr. Stoddard reported that Mrs. Hull has been named the Geauga County Innovative Teacher of the Year Award. She will be presented with a \$1,500 grant that will be awarded to her and the district at the All Boards breakfast on March 24.

## Adjournment

A motion made by Mr. Wadsworth, seconded Mr. Manfredi to adjourn the meeting at 7:32 p.m.

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



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Mr. Jim Boyd

President



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Mrs. Beth McCaffrey

Recorder of Proceedings