
RECORD OF PROCEEDINGS

**MINUTES OF NOVEMBER 18, 2019 6:00 PM
BERKSHIRE BOARD OF EDUCATION**

**REGULAR BOARD MEETING
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, Mr. Manfredi, Mrs. Miller, Mrs. Raikes, Mr. Wadsworth-present

Motion to approve the current agenda.

Discussion: None

First: Mr. Manfredi, Seconded: Mr. Wadsworth

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

Motion Carried.

Motion to approve the minutes from the October 14, 2019 regular meeting.

First: Mrs. Miller, Seconded: Mr. Wadsworth

Discussion: None

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

Motion Carried.

Construction Update:

Mr. Chris Heasley - ICON Ohio

Treasurer's Report

Expenditures and Interest Earned:

Let the record 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 **October, 2019** submitted subject to audit and include: Financial Summary, Appropriations and

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Revenue Summary, Check Register Recap, and Bank Reconciliation per *ORC 3313.29*.

Donations

Motion to approve the following donations:

- | | | |
|------------------------|------------|-----------------------------|
| ● Berkshire Boosters | \$5,000.00 | Strength Coach Supplemental |
| ● Beth & Tom McCaffrey | \$ 148.50 | Lunch with Law Enforcement |

First: Mr. Manfredi, Seconded: Mrs. Miller

Discussion: None

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

Motion Carried.

Appropriations

Motion to approve the following appropriation modifications:

- | | |
|-----------------------|-------------|
| ● Misc Grants | + 2,400.00 |
| ● School Safety Grant | + 5,562.41 |
| ● Foundation | + 10,000.00 |
| ● OSHAA Tournament | + 6,054.00 |
| ● Title I | + 6,390.05 |
| ● Title IIA | + 891.26 |
| ● Student Activities | + 10,000.00 |
| ● General Fund | +623,604.80 |

First: Mr. Wadsworth, Seconded: Mrs. Miller

Discussion: None

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

Motion Carried.

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Transfers/Advances:

Motion to approve the following:

Advance	\$143,699.61	from General Fund to the Bond Fund
Advance Return	\$ 1,841.97	from Title IV to General Fund
Transfer	\$169,854.00	from General to Classroom Facilities

First: Mr. Manfredi, Seconded: Mr. Wadsworth

Discussion: None

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

Motion Carried.

403B Vendor

Motion to approve Security Benefit as a 403(b) Vendor

WHEREAS, five (5) employees has/have requested in writing the Board of Education to purchase or procure a tax-sheltered annuity(ies), from Security Benefit, for him/her/them through payroll deduction. Specifically, the identified employee(s) requested that the Board purchase or procure a tax-sheltered annuity for him/her/them in exchange for the employee(s) taking a reduction in salary with respect to amounts earned after the effective date of such written notice; and

WHEREAS, the Board is willing to use a corresponding amount to purchase the annuity(ies) for such employee(s) from any licensed agent, broker or company authorized to transact the business as specified in law in accordance with Section 403(b) of the Internal Revenue Code; and

WHEREAS, the employee(s) understand that the Board's only function in this process shall be the deduction and remittance of employee funds; and

WHEREAS, the agent, broker, or company designated by the employee(s) through whom the Board shall arrange for the placement or purchase of the tax-sheltered annuity, has agreed to execute a reasonable agreement with the Board protecting the Board from any liability attendant to procuring the annuity (i.e., a "hold harmless" agreement).

NOW, THEREFORE, BE IT RESOLVED, the Board authorizes the Treasurer to take any and all action necessary to purchase or procure a tax-sheltered annuity/ies in the amount equivalent to that

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- Jennifer Heiman (Level VI/Step 14 [75307] to Level VII/Step 14)
Pay Level Increase \$43,495.13
(Level V/Step 5 [\$42,279.74] to Level VI/Step 5)
- Laurie Hughes Pay Level Increase \$70,589
(Level V/Step 12 [\$68,045] to Level VI/Step 12)
- Maria Koler Pen Ohio Advisor \$1,474
- Laurie Lamb Pay Level Increase \$83,052
(Level VI/Step 33 [\$80,066] to Level VII/Step 33)
- James Lester Pay Level Increase \$79,666
(Level V/Step 30 [\$76,680] to Level VI/Step 30)
- Kimberly Mele Pay Level Increase \$50,352
(Level IV/Step 4 [\$48,988] to Level V/Step 4)
- Shannon Moore Pay Level Increase \$55,181
(Level II/Step 7 [\$49,504] to Level IV/Step 7)
- Matt Morbeto Pay Level Increase \$53,117
(Level III/Step 6 [\$49,467] to Level IV/Step 6)
- Tracy Rea Pay Level Increase \$72,469
(Level IV/Step 14 [\$69,630] to Level V/Step 14)
- Monica Stouffer Pay Level Increase \$68,045
(Level IV/Step 12 [\$65,502] to Level V/Step 12)
- Jennifer Wadsworth Pay Level Increase \$58,793
(Level V/Step 7 [\$56,987] to Level VI/Step 7)
- Catherine Zembower Pay Level Increase \$78,466
(Level V/Step 21 [\$75,480] to Level VI/Step 21)

First: Mrs. Miller, Seconded: Mr. Boyd

Discussion: None

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

All Ayes

Motion Carried.

Classified:

Motion to approve the following:

- Cheryl Eiduke Resignation - Bus Driver; effective November 8, 2019
- Alexis Knight Resignation - Assistant Basketball Coach (Girls)
- Samantha Akos Substitute - Health and Playground Aide/Secretary \$12.61/14.64/hr.
- Cali Apthorpe Jr. High Basketball Coach (Girls) \$3,686

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● Cheryl Eiduke	Substitute - Bus Driver	\$16.53/hr.
● Dawn Mooney	Substitute - Van Driver	\$13.93/hr.
● Chad Russell	Sixth Grade Camp Nurse/Hiram House	\$1,000.
● Janice Shipman	Educational Aide - 5th Grade/LE	\$14,253.96
● Patrick Sirl	Freshman Basketball Coach (Boys)	\$4,792
● William Stefancin	Substitute - Custodian	\$13.73/hr.
● Rena Stoddard	Volunteer - Jr. High Basketball (Girls)	
● Kimberly Triskett	Assistant Basketball Coach (Girls)	\$5,529
● Breanna Verbic	Substitute - Health and Playground Aide/Secretary	\$12.61/14.64/hr.

First: Mrs. Raikes, Seconded: Mr. Wadsworth

Discussion: None

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

Motion Carried.

Business:

Motion to approve the following staff to dispense medication for the 2019/2020 school year:

- Joy Christopher-Reed - Ledgemont Elementary School
- Jayme Kollman - full medication dispensing per licensure

First: Mr. Manfredi, Seconded: Mrs. Raikes

Discussion: None

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

Motion Carried.

Motion to approve Roger Miller as the Board's representative to the Auburn Career Center Board of Education effective January 1, 2020 through December 31, 2022.

First: Mrs. Miller, Seconded: Mr. Boyd

Discussion: None

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

Motion Carried.

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Motion to approve Michael King and Brittany Bakalar for professional development opportunities.

First: Mr. Manfredi, Seconded: Mr. Boyd

Discussion: Mr. Boyd asked where they were going. Mr. Stoddard stated they were going to Paris Island for a special training in which all expenses are paid.

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

All Ayes

Motion Carried.

Motion to enter into an agreement with the Geauga County Educational Service Center to provide School Community Forum Services for the two years ending June 1, 2021.

First: Mr. Wadsworth, Seconded: Mrs. Raikes

Discussion: None

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

All Ayes

Motion Carried.

Motion to approve payment of \$250 per student in lieu of transportation to the following:

- Boehringer (St. Mary/Chardon)
- DiDonato Family (St. Mary/Chardon)
- DeSantis (Hershey Montessori)
- Passow Family (St. Mary/Chardon)

First: Mrs. Raikes, Seconded: Mr. Boyd

Discussion: None

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

All Ayes

Motion Carried.

Motion to approve the following resolution:

WHEREAS, effective June 30, 2015, and in accordance with and pursuant to Ohio Revised Code Section 3311.22, all of the territory of the Ledgemont Local School District was transferred to the Berkshire Local School District; and

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WHEREAS, pursuant to this transfer, the legal title of all property of the Board of Education in the Ledgesmont Local School District became vested in the Board of Education of the Berkshire Local School District,

WHERE AS, The Berkshire Board of Education, (The District) in compliance with the Frances Spatz Leighton Testamentary Trust, (The Trust), believes the requested disbursements hereinafter specified are consistent with the objectives of The Trust as set forth in pages seven and eight of the November 5, 2010 Order of the Circuit Court of Fairfax County, VA, and hereby authorizes and requests that William C. Hofstetter as Trustee of the Trust to make the specified disbursements for the benefit of Berkshire Local Schools who serve families residing in Montville and Thompson Townships, as and when requested and as directed by Mr. John Stoddard and the current Board of Education President;

WHERE AS, The District has in cooperation with the Thompson Ledges Park Board and with the support of the Thompson Township Trustees have began planning to add a Leighton Learning Lab for indoor and outdoor learning experiences to be located at the Thompson Ledges Park. Phase 1 of this project will include artistic consulting and design work for interior and exterior spaces, as well as design work for furniture selection and any equipment needs for both interior and exterior spaces. This will include space planning, layout and 3D computer modeling. In addition, selected samples and graphical images will be provided as necessary. Upon completion of the design, a project build out will occur and a budget will be created for the procurement of materials and the building and installation of the design:

The initial design fee for the project is \$34,250.00. A design fee proposal is included with this resolution.

WHEREAS, the Berkshire Board of Education FURTHER RESOLVES THAT William C. Hofstetter as Trustee may accept and rely upon each of the subsequent written requisition(s) from and by the designated officer(s) set forth, above, at face value:

1. That the Board and/or such authorized officer(s) or other agent(s) of the Board have performed reasonable due diligence in the selection of vendors and negotiation of any contracts and monitoring of performance by each such vendor; and
2. That in all events title to any assets so purchased or improvements so made, shall vest solely and exclusively in the Board, and likewise, any duties of performance and/or warranties of the several vendors shall run in favor of the Board only as beneficiary (and not to the Trust); and
3. Any contracts for employment or for services shall be solely with the Berkshire Board of Education; and not with the Trust; and

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4. The awarding or letting of any purchase orders or contracts by or for the benefit of the Board will comply in all respects with all applicable laws and regulations; and
5. Once any authorized funds have been disbursed as directed/requested, the Board will indemnify and hold the Trust and William C. Hofstetter as Trustee harmless from any claims whatsoever by the vendor(s), contractor(s), employee(s) or any other persons to whom disbursements have been made, or from any third parties whatsoever, concerning the awarding of any contracts.

First: Mr. Manfredi, Seconded: Mr. Boyd

Discussion: None

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

All Ayes

Motion Carried.

Old Business

None

New Business

None

Board Discussion

December Board Meeting: December 9, 2019
Berkshire Board of Education
14259 Claridon Troy Road
Burton, Ohio 44021

Open Public Participation-None

Adjournment

Motion to adjourn meeting:

First: Mrs. Raikes, Mr. Wadsworth

Discussion: None

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

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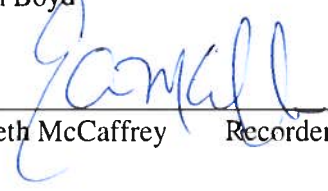
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All Ayes
Motion Carried.

Meeting Adjourned at 6:19 PM



Mr. Jim Boyd President



Mrs. Beth McCaffrey Recorder of Proceedings