



Minutes of the Organization meeting of the Board of Education of the Berea City School District held on Monday, January 7, 2019 at 6:15 p.m. in Staff Room 1 at the Berea Board of Education, 390 Fair Street, Berea, Ohio 44017

**A. Organization of the Board of Education**

Neal Postel was appointed President Pro-Tempore at the December 4, 2018 Board of Education meeting and will serve in that capacity for this portion of the meeting.

President  
Pro-Tempore  
A-1

Roll Call by President Pro-Tempore Neal Postel

Roll Call  
A-2

Meeting called to order at: 6:15 p.m. with the following present:  
Chapman, Dockman, Duke, Farris, Postel

President Pro-Tempore, Neal Postel called for the Pledge of Allegiance

Pledge  
A-3

*Nominations for the office of President are now in order*

Nomination/Election  
of President of BOE  
A-4  
**19-0107-778**

1. Dockman nominated Chapman for President of the Board of Education and Chapman accepted the nomination.

*Nominations for the office of President are now closed.*

Dockman moved and Farris seconded the recommendation for a vote for Ana Chapman to be nominated for President of the Board of Education and that nominations be closed.

Roll Call: Ayes: Chapman  Dockman  Duke  Farris  Postel   
Nays: None Motion carried

I, Ana Chapman, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Ohio; and will perform faithfully the duties of the President of the Board of Education of the Berea City School District, Cuyahoga County, Ohio, during my continuance in office.

Oath of Office for  
President of BOE  
A-5

*Nominations for the office of Vice President are now in order.*

Nomination/Election of  
Vice President of BOE  
A-6  
**19-0107-779**

Duke nominates Farris as Vice-President of the Board of Education and Farris accepted the nomination.

*Nominations for the office of Vice President are now closed.*

Duke moved and Dockman seconded the recommendation for a vote for Cori Farris to be nominated for the Vice President of the Board of Education and that nominations be closed.

Roll Call: Ayes: Chapman  Dockman  Duke  Farris  Postel   
Nays: None Motion carried

I, Cori Farris, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Ohio; and will perform faithfully the duties of Vice President of the Board of Education of the Berea City School District, Cuyahoga County, Ohio, during my continuance in office.

Oath of Office for  
Vice President of BOE  
A-7

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Farris moved and Postel seconded the recommendation to approve the resolution resolution to establish time, place, date, and agenda format of regular meetings as indicated below:

Resolution to Establish  
Regular Meetings  
A-8  
**19-0107-780**

WHEREAS, Ohio Revised Code, Section 3313.15 requires that at the time of the organizational meeting each Board of Education fix the time for holding its regular meeting(s);

BE IT RESOLVED, the Board of Education will hold its regular meetings each month in 2019 as shown below:

January 7	6:15 p.m.
January 28	7:00 p.m.
February 11	7:00 p.m.
February 25	7:00 p.m.
March 4	7:00 p.m.
March 19	7:00 p.m.
April 8	7:00 p.m.
April 29	7:00 p.m.
May 6	7:00 p.m.
May 20	7:00 p.m.
June 10	7:00 p.m.
June 27	7:00 p.m.

BE IT RESOLVED, that any changes in these regular meeting dates and the scheduling of special meetings will be made in advance and they will be published in the local newspaper;

AND BE IT FURTHER RESOLVED, that the meetings are held at 7:00 p.m. in Staff Room 1 of the Administration Building, 390 Fair Street, Berea, Ohio, unless otherwise designated in the pre-printed agenda and such agenda shall be in consent form as determined by the Board of Education.

Roll Call: Ayes: Chapman  Dockman  Duke  Farris  Postel   
Nays: None Motion carried

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Dockman moved and Duke seconded the recommendation to approve the Resolution to Purchase Bonds as shown below:

Resolution to  
Purchase Bonds  
A-9  
**19-01007-781**

BE IT RESOLVED, that the Treasurer be authorized to purchase bonds for the President and Vice President of the Board of Education in the amount of \$50,000 each, and the Treasurer, Superintendent of Schools and Assistant Superintendent as required by provisions of H.B. 1285, in the amount of \$200,000.

Roll Call: Ayes: Chapman  Dockman  Duke  Farris  Postel   
Nays: None Motion carried

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Postel moved and Dockman seconded the recommendation that the Board authorize the Administration to initiate renewal of the district's insurance specifically related to employee bonds and related liabilities.

Faithful Performance  
Bonds  
A-10  
**19-0107-782**

Roll Call: Ayes: Chapman  Dockman  Duke  Farris  Postel   
Nays: None Motion carried

Duke moved and Dockman seconded the recommendation to approve the Resolution to appoint an Official Representative to the Ohio School Boards Association President's Workshop as indicated below:

Resolution to Appoint  
Rep OSBA  
President's Workshop  
A-11  
**19-0107-783**

BE IT RESOLVED, that the Board of Education of the Berea City School District hereby appoints Ana Chapman and Cori Farris as its official representatives to the 2019 Ohio School Boards Association President's Workshop.

Roll Call: Ayes: Chapman  Dockman  Duke  Farris  Postel   
Nays: None Motion carried

Farris moved and Postel seconded the recommendation to approve the Resolution to appoint a Board Member as Ohio School Boards Association Legislative Liaison as indicated below:

Resolution to Appoint  
OSBA Legislative  
Liaison  
A-12  
**19-0107-784**

BE IT RESOLVED, that Ana Chapman be appointed to serve as legislative liaison, effective January 8, 2019.

Roll Call: Ayes: Chapman  Dockman  Duke  Farris  Postel   
Nays: None Motion carried

Farris moved and Dockman seconded the recommendation to approve the Resolution to appoint board members to serve a term on the following committees:

Resolution to Appoint  
Board Member to  
Committees  
A-13  
**19-0107-789**

BE IT RESOLVED, that board members be appointed to serve a term on the following committees:

- a. Instructional Leadership Advisory Council Governing Board Ana Chapman
- b. Educational Community Foundation Cori Farris
- c. Business Advisory Council Neal Postel
- d. Health Benefits Committee Jeff Duke
- e. Financial Audit Committee Cori Farris
- f. Safety & Security Committee Steve Dockman

Roll Call: Ayes: Chapman  Dockman  Duke  Farris  Postel   
Nays: None Motion carried

Duke moved and Postel seconded the recommendation that the Treasurer be authorized to enter into a contract with the following organizations:

Recommendation to  
Authorize  
Membership  
A-14  
**19-0107-786**

- a. Ohio School Boards Association
- b. Ohio School Boards Association Legal Assistance Fund
- c. National School Boards Association
- d. National School Boards Association National Affiliate
- e. Ohio Schools Council
- f. Education Tax Policy Institute

Roll Call: Ayes: Chapman  Dockman  Duke  Farris  Postel   
Nays: None Motion carried

Postel moved and Dockman seconded the recommendation that the Board of Education establish a Service Fund, as provided for under the provisions of House Bill 407, in the amount of \$20,000.00

Service Fund  
A-15  
**19-0107-787**

Roll Call: Ayes: Chapman  Dockman  Duke  Farris  Postel   
Nays: None Motion carried

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### B. Superintendent Recommendation

Postel moved and Duke seconded the recommendation that items B2-B22 be approved as part of the consent agenda.

Consent Agenda  
B-1  
**19-0107-788**

Roll Call: Ayes: Chapman  Dockman  Duke  Farris  Postel   
Nays: None Motion carried

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WHEREAS; the Berea Board of Education desires to recognize outstanding service and/or in-service training as a benefit to this School District, and

Resolution to Authorize  
Non-Salary Remuneration  
Recommended  
B-2

WHEREAS; the Berea Board of Education feels it is necessary and desirable to maintain and to promote a positive public image of this School District, and

WHEREAS; the Berea Board of Education believes that use of refreshments, meals, awards, and other amenities furthers its public purpose and function by giving recognition to those persons who make worthy contributions internally or who can promote a positive image externally, and

WHEREAS; the Administration has reviewed Ohio Attorney General's Opinions #81-052 and #82-006, which speak to the permissive nature of such expenditures of public funds,

THEREFORE; BE IT RESOLVED that the Berea Board of Education authorizes the Superintendent to approve and the Treasurer to make such payments within the annual budget set by the Board.

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It was recommended that the Board of Education grant the following items for foreign Exchange students for the 2019-2020 school year.

Resolution to Authorize  
Payment of Certain  
Goods and Services for  
Foreign Exchange  
Students  
B-3

BEREA-MIDPARK HIGH SCHOOL  
Foreign Exchange Student Fees and Information

#### Paid by Berea City Schools

- Home sporting events
- Senior dues, including cap and gown and diploma
- All dances, including Winter Semi-Formal, Homecoming, Prom and Post Prom: (guest is responsible for their own ticket to all of the above events)
- All school plays & concerts: (guest is responsible for their own admission)
- Mailing of yearbook to student's home: Student should make sure the Activities Office has their correct home address (not the host family's address) at the end of the school year.
- Yearbook picture taken early in school year, at the school, by Cavanaugh Photography.
- Type "A" lunch in the cafeteria or its equivalent.
- All workbooks, lab, art and instructional fees are waived by the school.

#### Paid by Foreign Exchange Adult or Student Chapter:

- Yearbook: Adult Chapter should contact the Yearbook Advisor in early September to order the yearbooks. The earlier the books are ordered, the less expensive they are.

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The Board of Education, upon the recommendation of the Superintendent of Schools, hereby determines and states its intention to participate in programs that provide support services for public schools for the 2019-2020 school year.

**Resolution to Authorize  
Participation in State and  
Federal Programs  
B-4**

- (a) Auxiliary Services
- (b) Title I Funds
- (c) Title IIA
- (d) Title IID
- (e) Title III
- (f) IDEA-B
- (g) ECSE, IDEA
- (h) Early Childhood Education
- (i) Race to the Top Fund

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The Board of Education, upon the recommendation of the Superintendent of Schools, hereby determines and states its intention to participate in the County Service Agreement, City and Exempted Village School Districts, O.R.C. 3313.843 for the 2019-2020 school year.

**Participation in  
City/County Program  
B-5**

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Designations of Individuals to Serve as Coordinator or Compliance Officers for the following:

**Designations of  
Individuals to Serve  
as Coordinator of  
Compliance Officers  
B-6**

- (a) The Berea Board of Education intends to provide equal educational and employment opportunities without regard to race, color, creed, national origin, or sex as per the Civil Rights Act of 1965 and Title IX of 1972 Educational Amendments. It is recommended that the Director of Personnel & Employee Relations, be designated as the District's Civil Rights Compliance Officer and Title IX Hearing Officer.
  - (b) The Board of Education, upon the recommendation of the Superintendent of Schools, hereby determines that no qualified handicapped individual in the United States, shall, solely by reason of his/her handicap, be excused from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. It is recommended that the Director of Pupil Services, be designated as the Section 504 Coordinator.
  - (c) Pursuant to the requirements of the Americans with Disabilities Act, Public Law 101-236, it is recommended that the Director of Pupil Services, be designated as the coordinator of responsibilities related to this Act.
  - (d) Pursuant to the requirements of the Asbestos Hazard Emergency Response Act, it is recommended that the Assistant Superintendent, be the Designated Person to coordinate the asbestos responsibilities related to this act.
  - (e) Pursuant to state and federal laws, it is recommended that the Director of Pupil Services, be designated as liaison for homeless students.
  - (f) Pursuant to the requirements of the Ohio Revised Code section 4115.03 to 4115.16, it is recommended that the Assistant Superintendent, be the designated person to serve as the Prevailing Wage Coordinator.
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The Board of Education designates the Director of Personnel & Employee Relations, and the Treasurer, as Public Records Officials and to attend training for HB9 – Public Records per Board of Education Policy 8310.

HB9 – Public Record  
Official  
B-7

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The Board of Education designates the Assistant Superintendent, as the law enforcement unit under FERPA (Family Educational Rights and Privacy Act for Elementary and Secondary Schools)

Law Enforcement Unit  
B-8

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BE IT RESOLVED, by the Board of Education of the Berea City School District, Cuyahoga County, Ohio as follows:

Resolution to Retain  
Legal Counsel  
B-9

Section 1: The firms of Squire, Sanders & Dempsey; Peters Kalail & Markakis Co., LPA; Walter & Haverfield; DK Smith Law, LLC David Kane Smith; and Riley & Associates; be and are hereby retained, such legal services to be in the nature of legal representation, including, but not limited to, appearances in court, advice, opinions, and/or all phases of labor negotiations, appearances before the State Employment Relations Board and recommendations that may from time to time be requested by this Board or the Superintendent concerning legal matters relating to education and the operation of the school district. In rendering such legal services, as an independent contractor and in an attorney-client relationship, said firms, Squire, Sanders & Dempsey; and Peters Kalail & Markakis Co., LPA; Walter & Haverfield,; DK Smith Law, LLC David Kane Smith; and Riley & Associates; shall not exercise any administrative discretion on behalf of this Board in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State, any county or city or of this Board, or the execution of public trusts. Such services may be terminated at any time by the Board or the firms Squire, Sanders & Dempsey; Peters Kalail & Markakis Co., LPA; Walter Haverfield; DK Smith Law, LLC David Kane Smith; and Riley & Associates; and by written notice to the other.

Section 2: For such legal consultative services, the firms of Squire, Sanders & Dempsey; and Peters Kalail & Markakis Co., LPA, Walter & Haverfield; DK Smith Law, LLC David Kane Smith; and Riley & Associates; shall be paid reasonable fees as approved by the Board, and shall be reimbursed for actual out-of-pocket expenses (including, but not limited to, travel, long distance telephone expenses, and duplicating expenses) incurred in rendering such services, from time to time for such purpose.

Section 3: All notices and proceedings relating to this meeting and the actions of the Board of Education have been in compliance with the provisions of Section 121.22 of the Ohio Revised Code.

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WHEREAS, the Cuyahoga County Auditor and Recorder may disclose instances in which real properties in the Berea City School District are undervalued for tax purposes for current and previous tax years as evidenced by the price for which they have been sold recently; and

Resolution to Authorize  
Representation in Tax  
Valuation Cases  
B-10

WHEREAS, complaints may be filed by various real property owners requesting a reduction in current and previous tax values for their properties;

THEREFORE BE IT RESOLVED, by the Board of Education of Berea City School District that Kadish, Hinkel & Weibel and Brindza, McIntyre & Seed LLP as counsel for this Board is hereby authorized and directed:

(a) to investigate the available relevant records and file with the Cuyahoga County Board of Revision complaints requesting increases in tax valuations in those instances in which real properties appear to be substantially undervalued on the current and previous real property tax duplicate;

(b) to appear as its counsel before the Board of Revision in opposition to claims for reduction of real property tax values for the current and previous years in such cases as in his opinion warrant opposition; and

(c) other related property matters.

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It was recommended that the Berea Board of Education participate in the Ohio Schools Council Purchasing Program. This Board also agrees to pay the required fee

Cooperative Purchasing  
Agreements 2018-2019  
B-11

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BE IT RESOLVED, by the Board of Education of the Berea City School District, Cuyahoga County, Ohio as follows:

Resolution  
Authorizing Political  
Subdivision –  
Cooperative  
Purchasing  
B-12

Section 1. That the Treasurer of the Berea City School District hereby requests authority in the name of the Berea City School District to participate in state contracts which the Department of Administrative Services, Office of State Purchasing has entered into for the purchase of supplies, services, equipment and certain materials pursuant to Revised Code Section 125.04.

Section 2. That the Treasurer is hereby authorized to agree in the name of the Berea City School District to directly pay the vendor, under each such state contract in which it participates, for items it receives pursuant to the contract, and the Treasurer does hereby agree to pay the vendor directly.

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It was recommended the Berea Board of Education enter into a contract with Cleveland Area Minority Recruitment Consortium for the 2019-2020 school year. This Board also agrees to pay the required fee.

Cleveland Area Minority  
Recruitment Consortium  
B-13

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It was recommended that the Board of Education enter into an agreement(s) with the Educational Service Center of Cuyahoga County to provide programming and/or services, as listed below, to specific students for the 2019-2020 school year. The Berea City School District also agrees to pay the required fee for these services:

Educational Service Center  
of Cuyahoga County  
B-14

- a. Orientation & Mobility
- b. Functional Low Vision Assessment
- c. Visually Impaired Services
- d. Rose-Mary Center School
- e. Hearing Impaired Services/Audiology Services
- f. Positive Education Program (PEP)

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It was recommended that the Board of Education participate as a member of Connect for the 2019-2020 school year. This Board also agrees to pay the required fee.

Connect  
B-15

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It was recommended the Berea Board of Education participate as a member of WVIZ and WCPN Ideastream for the 2019-2020 school year. This Board also agrees to pay the required fee.

WVIZ and WCPN  
B-16

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It was recommended the Berea Board of Education participate as a member of the Chambers of Commerce, as listed below, for the 2019-2020 school year. This Board also agrees to pay the required fee.

Chambers of  
Commerce  
B-17

- a. Berea Chamber of Commerce
- b. Brook Park Chamber of Commerce
- c. Middleburg Heights Chamber of Commerce

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It was recommended the Berea Board of Education participate as a member of The Alliance for High Quality Education for the 2018 - 2019 school year. This Board also agrees to pay the required fee.

The Alliance for High  
Quality Education  
B-18

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A resolution authorizing the Berea City School District to participate in the Cuyahoga County State Support Team Region 3 Projects and Services for the 2019-2020 school year under the terms and conditions specified for use of Federal Grant Funds and other funds issued through the Individuals for Disabilities Education Act. It is understood that the Board of Education incurs no financial obligation for the activities to be carried out under the terms of this Project as a Participating Agency

Cuyahoga County  
State Support Team  
Region 3  
B-19

It was recommended the Berea Board of Education enter into a contract with NEOLA for developing and updating Board policies, administrative guidelines, and forms in printed or electronic format. This Board also agrees to pay the required fee.

NEOLA, Inc.  
B-20

It is recommended the Board of Education enter into an agreement with the Cuyahoga County Board of Developmental Disabilities for the 2019-2020 school year, to provide educational programming for eligible Berea City School District students

Cuyahoga County Board  
of Developmental  
Disabilities  
B-21

Physical Exams will be required for participation in interscholastic sports for all students for the 2019-2020 school year.

Physical Exams Required  
for Interscholastic  
Sports  
B-22

### C. Treasurer's Recommendations

Farris moved and Duke seconded the resolution to authorize the Treasurer to Conduct Business as indicated below:

Resolution to  
Authorize Treasurer  
to Conduct Business  
C-1  
**19-0107-785**

WHEREAS, pursuant to provisions of O.R.C. 3313.31, the Treasurer is to perform all duties relating to monies. The Berea Board of Education hereby authorizes the Treasurer to perform the following duties:

- a. Borrow or secure an advance draft of money, pending receipt of funds from the Cuyahoga County Treasurer or from the State Treasurer.
- b. Invest the active, interim, and inactive funds of this school district in United States Government obligations and/or all investments permitted by law and to sell such investments when such funds are required to meet the operating requirements of this school district.
- c. Provide payments to employees for salaries and expenses, and to suppliers for goods and services, within the appropriations established by the Board of Education.
- d. Provide payments to contractors in the amount approved by the district and through the Superintendent of Schools or his designated representative.
- e. Use facsimile signatures.
- f. Perform such duties as are required or authorized by law

Roll Call: Ayes: Chapman  Duke  Dockman  Farris  Postel   
Nays: None Motion carried



**D. Adjournment**

Duke moved and Dockman seconded that the meeting be adjourned.

Adjournment  
D-1  
**19-0107-790**

Roll Call: Ayes: Chapman  Duke  Dockman  Farris  Postel   
Nays: None Motion carried

Time meeting ended: 6:24 p.m.

*This is a meeting of the Board of Education in public for the purpose of conducting the School District's business  
and is not to be considered a public community meeting.*

Date of Approval: March 4, 2019 APPROVED: Ana Chapman ATTEST: Julia Koval