

Sheffield-Sheffield Lake City Schools Regular Board of Education Meeting

1824 Harris Road
Sheffield, OH 44054

November 14, 2024

5:30 P.M. Regular Meeting

Brookside High School

Mrs. Pat Czech
Mrs. Amy DeLuca
Mrs. Sandra Jensen, Vice President
Mrs. Sheila Lopez, President
Mrs. Lisa Miller
Mr. Michael F. Cook, Superintendent
Mr. Adam Hines, Treasurer



INSPIRE ~ EXCITE ~ EDUCATE



NOTICE TO THE PUBLIC

We wish to welcome you to the Sheffield-Sheffield Lake Board of Education Meeting. Please be advised that tonight's meeting may be videotaped for presentation on cable. This agenda copy is provided for your convenience.

Each Board member receives his agenda and an abundance of informational material well in advance of each meeting. He, individually, has had the opportunity to study each item and to ask questions of school personnel.

The Board meeting is for the purpose of conducting public business and is not designed to be a public forum. Your questions and suggestions, however, are most welcome.

In general, all comments and questions should be brought to the attention of the school's administration. In most instances problems can be settled in this manner.

Please fill out the forms available should you wish to address a comment to the Board of Education. A place on the agenda has been provided for this purpose. In addressing the Board, state your name and address. Please keep your comments short and to the point.

The Board will gladly accept your suggestions and requests and will try to answer your questions when possible. Most often, however, action will be deferred to a subsequent meeting to allow time to thoroughly study your input.

DISTRICT GOALS

1. To improve the number of standards (indicators) met on the Ohio School District Report Card.
2. To maintain financial stability.
3. To improve the image and reputation of the district by conducting an annual community satisfaction survey and to increase public support and involvement demonstrated by at least fifty percent of the student's homes participating in some two-way communication forum with the district during the school year.

Thank you for attending.

Your interest is appreciated.



Regular Meeting

I. OPENING ITEMS

- A. Call to Order
- B. Roll Call

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

- C. Pledge of Allegiance

II. AGENDA

- A. Motion to approve the agenda.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

III. INFORMATIONAL ITEMS

Brookside Intermediate School Presentation

NAME	HOUSE
Sophia Martin	Day
Grace Wright	Burrell
Jeffrey Bier	Burrell
Marie MacDonald	Manning
Brynn Rogers	Manning
Alayna Casey	Richmond
Benny McBroom	Richmond
Iralin Avalos	Root
Armani Arroyo	Root
Temprance Oberg	Bradley
Kaylee Stockdale	Bradley

Brenda Svec, Curriculum Director – District Report Card

IV. TREASURER’S BUSINESS

- A. REPORTS
- B. APPROVAL OF MINUTES

It is recommended that the Sheffield-Sheffield Lake Board of Education approve Minutes from the following agenda(s):

Special Meeting – September 27, 2024
Regular Meeting – October 10, 2024

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____



C. ACTIVITIES PURPOSE/BUDGET STATEMENTS

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Activities Purpose/Budget Statements for the 2024-25 school year.

- a. BHS Cardinal Brew - # 200-9051
- b. BIS Special Olympics - # 200-9250
- c. Knollwood Coffee Cart - # 200-9050

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

D. ENDOWMENT COMMITTEE DONATION

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and acknowledge a donation from The Endowment Committee in the amount of \$ 7000.00 to support the PBIS initiatives in each grade level.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

E. AMVETS POST 55 DONATION

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and acknowledge a donation from AMVETS POST 55 in the amount of \$ 1096.00 to support the district video club.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

F. MARK GLEICHAUF DONATION

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and acknowledge a donation from Mark Gleichauf in the amount of \$ 50.51 to support the BMS Veteran's Day initiative.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

G. RICHARD & CAREN ROSSO DONATION

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and acknowledge a donation from Richard and Caren Rosso in the amount of \$ 100.00 to support the Knollwood Cup of Kindness initiative.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____



H. AMVETS POST 55, LADIES AUXILIARY DONATION

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and acknowledge a donation from Amvets Post 55, Ladies Auxiliary in the amount of \$ 250.00 to support the District Video Club.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

I. CLASS OF 2025 DONATION

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and acknowledge a donation from the Class of 2025 in the amount of \$3500.00 for the Class of 2026.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

J. APPROVAL OF THEN & NOW PURCHASE ORDERS

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached purchase orders above \$ 3000.00 with issues.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

K. FIVE YEAR FORECAST

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Five-Year Forecast.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

V. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES

A. RESIGNATIONS/LEAVE REQUESTS/RETIREMENTS

It is recommended that the Sheffield-Sheffield Lake Board of Education honor the following employee(s) request:

- a. **Breanne Grimm**, BIS teacher, requesting Parental Leave, beginning December 16, 2024, and returning at the commencement of the 2025-26 school year.
- b. **Ray Fritz**, Bus Driver, resigning, effective October 17, 2024.
- c. **Hayley Hamby**, BIS SSP/Monitor, resigning, effective October 23, 2024, to accept another position in the district.
- d. **Michelle Popowski**, FELC ESP, requesting FMLA beginning October 18, 2024, and concluding November 1, 2024.



- e. **Tammy Raines**, Bus Driver, requesting Medical Leave, effective August 20, 2024-January 21, 2025.
- f. **Chrystal Schigel**, Bus Driver, resigning, effective at the conclusion of the day, November 22, 2024.
- g. **Debbie Strick**, Payroll Specialist, resigning, effective November 1, 2024.

- h. **Nicole Yonkof**, Knollwood Crossing Guard, BMS/BHS Server, resigning effective November 14, 2024, to accept another position in the district.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

B. CLASSIFIED CORRECTION

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the correction for the following classified personnel at the appropriate salary schedule rate as per the Negotiated Agreement.

- a. **Rachel Morgan**, BIS Noon Monitor, **Step 1**, 2.5 hrs./day, **181 days/yr.** includes 8 holidays (pro-rated), effective September 13, 2024.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

C. CLASSIFIED

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following classified personnel at the appropriate salary schedule rate as per the Negotiated Agreement and contingent upon the successful completion of all payroll requirements.

- a. **Melissa Eakins**, Knollwood SSP Noon Aide, Step 1, 2.5 hrs./day, 175 days/yr., includes 8 holidays (pro-rated), effective November 18, 2024.
- b. **Hayley Hamby**, BIS Server, Step 7, 2.5 hrs./day, 176 days/yr., includes 8 holidays (pro-rated), effective October 24, 2024.
- c. **Kiya Hamby**, BOE Cleaner, Step 1, 2.5 hrs./day, 260 days/yr., includes 13 holidays (pro-rated), effective November 15, 2024.
- d. **Nicole Yonkof**, FELC Preschool ESP, Step 4, 6 hrs./day, 180 days/yr., includes 8 holidays (pro-rated), effective November 15, 2024.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

D. CLASSIFIED SUBSTITUTE

It is recommended that the Sheffield-Sheffield Lake Board of Education approve



the following classified personnel at the appropriate salary schedule rate as per the Negotiated Agreement and contingent upon the successful completion of all payroll requirements.

- a. **Collin Edwards**, Substitute, Cleaner, Server effective November 15, 2024.
- c. **Elena Radulescu**, Substitute Educational Paraprofessional, effective November 15, 2024.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

E. SUPPLEMENTAL

It is recommended that the Sheffield-Sheffield Lake Board of Education award a Supplemental Contract at the appropriate salary schedule rate as per the Master Agreement to the following personnel contingent upon successful completion of all payroll requirements and current certifications.

- a. **Matthew Achterhof**, BHS Assistant Girls Basketball Coach, Class II, Step 0, effective October 25, 2024.
- b. **Dale Gainer**, BHS Assistant Wrestling Coach, Class II, Step 0, effective November 15, 2024.
- c. **Andrew Smith**, BHS/BMS **VOLUNTEER** Wrestling Coach, effective November 15, 2024.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

F. PAYROLL AND BENEFITS ADMINISTRATIVE ASSISTANT

It is recommended that the Sheffield-Sheffield Lake Board of Education employ the following administrative personnel at the appropriate Administrative Assistant Salary Schedule contingent upon successful completion of all payroll requirements.

- a. **Maria Sanchez**, Payroll & Benefits Administrative Assistant, Step 9, 8 hrs./day, 260 days per year plus 13 holidays, (pro-rated), effective November 25, 2024.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

G. CERTIFIED RECALL

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the recall of the following certified personnel at the appropriate salary schedule rate as per the Master Agreement and contingent upon successful completion of all certification and payroll requirements.

- a. **Lauren Hollars**, FELC PreK/K Intervention Specialist, BA+12, Step 4, effective November 15, 2024.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____



H. POLICIES

It is recommended that the Sheffield-Sheffield Lake Board of Education approve and adopt the attached **BOARD POLICY MANUAL REVISIONS**.

- a. Board of Education Meetings – 1.15
- b. Criminal Records Check – 3.02
- c. Purchases– 8.07
- d. School Calendar – 9.42

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

I. BHS MARCHING BAND DISNEY FIELD TRIP

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the BHS Marching Band Field Trip to Orlando, FLA. To Perform at Disney, November 20-25, 2025, as per the attached.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

J. BHS CLASS OF 2025 SENIOR TRIP TO WASHINGTON, D.C.

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the BHS Class of 2025 Senior Trip to Washington D.C., March 26-28, 2025, as per the attached.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

VI. COMMENTS FROM THE PUBLIC

In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation may be permitted at each meeting.

Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. People desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public participation may be extended by a vote of most of the Board, present and voting."

VII. STANDING COMMITTEE REPORT

- A. Joint Vocational School
- B. Athletic Counsel
- C. Legislative Liaison
- D. Endowment Fund



- E. S.A.L.T. – Student Achievement Leadership Team
- F. Finance
- G. Centennial Committee

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

VIII. ADJOURNMENT

Time: _____

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

The next regular meeting will be on December 12, 2024, at Knollwood Elementary School at 5:30 PM