

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools  
Forestlawn ELC

Regular Meeting  
October 10, 2024

**I. OPENING ITEMS**

- A. Call to Order 5:35 PM
- B. Roll Call

Notice of this meeting was given in accordance with the provisions of Policy 1.15 of the Sheffield-Sheffield Lake Board of Education, which were adopted in accordance with Section §121.22 of the Ohio Revised Code and the Ohio Administrative Procedures Act.

Present: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen  
Absent: Mrs. Lopez, Mrs. Miller

- C. Pledge of Allegiance

**II. AGENDA**

- A. Motion to approve the agenda.

**24-173** Mrs. Czech moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approves the agenda.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen  
No: None  
Motion Carried: 3-0

**III. INFORMATIONAL ITEMS/BOARD RECOGNITIONS**

October Breath of the Month Video – Mrs. Majer’s Kindergarten Class  
Strategic Plan – Jon Grega

**IV. TREASURER’S BUSINESS**

- A. Reports
- B. Approval of Minutes

**24-174** Mrs. DeLuca moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

**Regular Meeting – September 12, 2024**  
**Special Meeting – September 27, 2024**

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen  
No: None  
Motion Carried: 3-0

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**C. ACTIVITIES PURPOSE/BUDGET STATEMENTS**

**24-175** Mrs. DeLuca moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the attached Activities Purpose/Budget Statements for the 2024-25 school year.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen

No: None

Motion Carried: 3-0

**D. WELLNESS STIPEND**

**24-176** Mrs. Czech moved seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approve the wellness champion stipend (\$500) each for the 2024-25 academic year, to be paid by fund 024-0000.

a. Ginny Wesebaum – Co-champion

b. Chara Wallace – Co-champion

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen

No: None

Motion Carried: 3-0

**E. TRANSFER**

**24-177** Mrs. Czech moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approve the following transfer:

a. Transfer \$ 1311 from BHS Principal’s account 018-9006 to Garden Club account 200-9049.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen

No: None

Motion Carried: 3-0

**F. PARENT TRANSPORTATION PAYMENT IN LIEU**

**24-178** Mrs. DeLuca moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the following **PARENT TRANSPORTATION PAYMENT IN LIEU**

**WHEREAS** this Board does determine that the students listed below are legally entitled to transportation; and

**WHEREAS** the State Board of Education approved alternatives to Board owned buses are not reasonable available; now, therefore.

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**BE IT RESOLVED** that this Board of Education does approve “payment in lieu” contracts for the following students, payable to the parent or guardian.

\*Payment may be prorated if the time period involved is only a part of the school year. The minimum amount for the school year 2023-24, as specified by ODE, is \$596.43.

Parent / Guardian	Student(s)	Grade	School
Taylor, Megan	Trevor Taylor	9	Open Door Christian, Elyria
	Tripp Taylor	8	Open Door Christian, Elyria
	Tess Taylor	5	Open Door Christian, Elyria
	Tadd Taylor	1	Open Door Christian, Elyria

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen  
No: None  
Motion Carried: 3-0

**V. SUPERINTENDENT’S BUSINESS/HUMAN RESOURCES**

**A. Resignations/Leave Requests/Retirements**

**24-179** Mrs. DeLuca moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approves Items A through E.

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

- a. **Brandy Bauers**, FELC ESP, resigning effective September 27, 2024, to accept another position in the district.
- b. **Kathleen Heckert**, BIS ESP, resigning effective October 3, 2024, to accept another position in the district.
- c. **Tiffany Rice**, BOE Cleaner, resigning effective October 10, 2024, to accept another position in the district.
- d. **Frances Ruse**, Murray Ridge Paraprofessional, resigning effective September 16, 2024.
- e. **Michelle Ryan**, BIS Server, resigning effective September 27, 2024.
- f. **Rachael Seekins**, Volunteer Volleyball Coach (7<sup>th</sup> grade), resigning October 1, 2024, to accept another position in the district.
- g. **Tiffany Williams**, Transportation SSP, resigning effective October 10, 2024, to accept another position in the district.

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**B. CERTIFIED CORRECTIONS**

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

- a. **Bryan Evans**, BHS History Teacher, requesting FMLA adjusted to **August 26, 2024**-February 28, 2025.
- b. **Val Rion**, BMS Robotics Advisor, Class IV, **Step 2**, effective for the 2024-25 school year.
- c. **Pamela Vasquez**, **Continuing Contract**, effective at the commencement of the 2024-25 school year.

**C DeCAF PROPOSALS**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following DECAF proposals.

NAME	TITLE	Percentage %
Julie Kinnear	BHS– Nat’l Spanish Honor Society	3
Pamela Vasquez	BHS– Nat’l French Honor Society	3
Lindsey Chalk	BHS – Cards Council	1.5
Lisa Montgomery	BHS – Cards Council	1.5
Lisa Sheehan	BHS – H.O.S.A.	4
Julie Kinnear	BHS – OH Model United Nations	3
Kevin Landis	BHS – E-Sports	3
Kelson Barber	BHS – Classical Studio	1
Lisa Sheehan	BMS – Cards in the Community	2
Jessica Schremp	BMS – Spelling Bee	2.5
Jessica Schremp	BMS – Academic Challenge	2
Amy Baughman	BIS – Newspaper	2.5
Patti Hicks	KW – Garden Club	2.5
Tracy Hoydic	KW – Garden Club	2.5
Michelle Lewis	KW – Kindness Club	2.5
Linda Wozniak	KW – Kindness Club	2.5
Heather Carollo	FELC – Kindness Club	5
Jason Kinser	BIS – Academic Challenge (5-6)	2

**D. 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.

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- a. **Kariman Assad**, Transportation Monitor, Step 2, 2 hrs./day, 180 days/yr., includes 8 holidays (pro-rated), effective October 11, 2024.
- b. **Brandy Bauers**, FELC ESP , Step 2, 6 hrs./day, 180 days/yr. **TRANSFER TO** BMS/BHS ESP, Step 2, 7 hrs./day, 180 days/yr., includes 8 holidays (pro-rated), effective October 1, 2024.
- c. **Dawn Bobrowski**, Bus Driver, Step 5, 4 hrs./day, 181 days/yr., includes 8 holidays (pro-rated), effective October 11, 2024.
- d. **Bettina Figueroa**, BIS Noon Monitor, Step 1, 2.5 hrs./day, 181 days/yr., includes 8 holidays (pro-rated), effective October 11, 2024.
- e. **Kathleen Heckert**, FELC Preschool ESP, Step 1, 30 hrs./week, 180 days/yr., includes 8 holidays (pro-rated), effective October 3, 2024.
- f. **Tracey Menoes**, BIS Noon Monitor, Step 1, 2.5 hrs./day, 181 days/yr. includes 8 holidays (pro-rated), effective October 14, 2024.
- g. **Tiffany Rice**, Transportation Monitor, Step 3, 4 hrs./day, 180 days/yr. includes 8 holidays (pro-rated), effective October 11, 2024.
- h. **Tiffany Williams**, Van Driver, Step 1, 5 hrs./day, 180 days/yr. includes 8 holidays (pro-rated), effective October 11, 2024.

**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. **Andrew Furio**, BHS Vocal Music, Class VI, Step 2, effective October 11, 2024.
- b. **Rachael Seekins**, BMS Volleyball Coach, Class III, Step 0, effective August 1, 2024.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen

No: None

Motion Carried: 3-0

**F. POLICIES**

**24-180**

Mrs. DeLuca moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve and adopt the attached **BOARD POLICY MANUAL REVISIONS**.

- a. Compensation of Board Members – 1.08
- b. Incapacity of the Treasurer – 1.13
- c. Committees – 1.14
- d. Social Media – 1.20
- e. Evaluation of Administrators – 2.05
- f. Professional Staff Positions, Recruiting, and Employment – 4.00
- g. Student Absences and Excuses – 6.08
- h. Habitual Truancy Intervention Services – 6.09
- i. C.P.R. and A.E.D. Training – 6.50

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- j. Religious Expression Days – 6.60
- k. Interscholastic Athletics – 7.19
- l. Specific Religious Beliefs, Affiliations, ideals, or Principles Concerning Political Movements – 9.44

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen  
 No: None  
 Motion Carried: 3-0

**G. ADJUSTED BUS ROUTES/ASSIGNMENTS 2024-25 SCHOOL YEAR**

**24-181** Mrs. DeLuca moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the attached bus routes and assignments for the 2024-25 school year.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen  
 No: None  
 Motion Carried: 3-0

**H. VFW POST 8686 DONATION**

**24-182** Mrs. Czech moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education acknowledge and accept a donation from VFW Post 8686 in the amount of \$1500. 00 for the purchase of Chrome Books at Brookside Intermediate School, Mr. Lottig’s class.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen  
 No: None  
 Motion Carried: 3-0

**VI. Business Operations**  
No report.

**VII. 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.”*

Barb Krogg – Discuss new bus driver hiring step.  
 Chrystal Schiegel – Discuss new bus driver hiring step.

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**VIII. Standing Committee Report**

- A. **Joint Vocational School** – Sandy Jensen  
Meeting next week.
- B. **Athletic Counsel** – Sheila Lopez  
CC,
- C. **Legislative Liaison** – Amy DeLuca
- D. **Endowment Fund** – Lisa Miller
- E. **S.A.L.T.** – Student Achievement Leadership Team- Pat Czech  
FELC  
Knollwood  
BIS  
BMS  
BHS
- F. **Finance** – Sheila Lopez
- G. **Centennial Committee**

**IX. ADJOURNMENT**

**24-183** Mrs. DeLuca moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education adjourn.

Time: 6:30 PM

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen

No: None

Motion Carried: 3-0

  
\_\_\_\_\_  
Adam Hines, Treasurer

  
\_\_\_\_\_  
Sandra Jensen, Vice President

**The next regular meeting will be on November 14, 2024, at Brookside Intermediate School at 5:30 PM**

