

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Knollwood Elementary

Regular Meeting
December 12, 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, Mrs. Lopez, Mrs. Miller

Absent: None

C. Pledge of Allegiance

II. **AGENDA**

A. Motion to approve the agenda.

24-204

Mrs. Miller moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approves the agenda.

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

No: None

Motion Carried: 5-0

III. **INFORMATIONAL ITEMS/BOARD RECOGNITIONS**

Knollwood Presentation led by Mrs. Mudore.

Mrs. Adkins presented Leadership Awards to Kaitlyn Burns and Aryanna Swenk for their leadership in the Student Advisory Council. These students help communicate issues from the students' perspective and relay that solutions do not always happen immediately.

Aryanna Swenk enjoys working with the teachers and sharing ideas and views from a different perspective. She also implemented the sensory room creation and helped solve the backpack issue.

Kaitlyn Burns enjoys working with other schools to share and learn what processes other schools experience.

IV. **TREASURER'S BUSINESS**

A. Reports

B. Approval of Minutes

24-205

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

Regular Meeting – November 14, 2024

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Knollwood Elementary

Regular Meeting
December 12, 2024

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Miller
No: None
Abstain: Mrs. Lopez
Motion Carried: 4-0

C. ACTIVITIES PURPOSE/BUDGET STATEMENTS

24-206 Mrs. Czech moved seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approve the attached Activities Purpose/Budget Statements for the 2024-25 school year.

a. BHS Class of 2025 - # 200-9225

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None
Motion Carried: 5-0

D. SHEFFIELD VILLAGE LIONS CLUB DONATION

24-207 Mrs. DeLuca moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education accept and acknowledge a donation from The Sheffield Village Lions Club in the amount of \$ 3000.00 to support the Knollwood Early Childhood Holiday Workshop.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None
Motion Carried: 5-0

E. AMVETS POST 55 DONATIONS

24-208 Mrs. Czech moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donations from AMVETS POST 55.

- a. \$ 1500.00 – to support the BHS Wrestling Program
- b. \$ 2037.00 – to support the BMS/BHS Wrestling Program
- c. \$ 791.00 - to support the BMS/BHS Volleyball Program

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None
Motion Carried: 5-0

F. APPROVAL OF THEN & NOW PURCHASE ORDERS

24-209 Mrs. Lopez moved, seconded by Mrs. Miller, that the Sheffield-Sheffield Lake Board of Education approve the attached purchase orders above \$ 3000.00 with issues.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Knollwood Elementary

Regular Meeting
December 12, 2024

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None
Motion Carried: 5-0

G. FINANCIAL STATEMENTS

24-210 Mrs. Miller moved, seconded by Mrs. DeLuca, that the Sheffield-Sheffield Lake Board of Education approve the attached financial statements.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None
Motion Carried: 5-0

V. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES

A. Resignations/Leave Requests/Retirements

24-211 Mrs. Miller moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approves Items A through C.

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

- a. **Mila Campo**, BIS cleaner, resigning, effective February 28, 2025, for the purpose of retirement.
- b. **Jean Coleman**, Bus Driver, resigning, effective December 5, 2024.
- c. **Lisa Demian**, Knollwood teacher, requesting a Family Medical Leave of Absence, beginning November 15, 2024 - December 6, 2024.
- d. **Gerald Long**, Bus Driver, requesting a Family Medical Leave of Absence, beginning January 6, 2025 – February 7, 2025.
- e. **Jennifer Smith**, FELC Monitor, resigning, effective December 12, 2024, to accept another position in the district.

B. 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. **Jessica Haar**, SSP Transportation Monitor, Step 2, 2 hrs./day, 180 days/yr., plus contracted holidays (pro-rated) effective December 13, 2024.
- b. **Rachel Morgan**, SSP Transportation Monitor, Step 1, 2 hrs./day, 180 days/yr., plus contracted holidays (pro-rated) effective December 13, 2024.
- c. **Bernadette Wallace**, Van Driver, Step 1, 2 hrs./day, 180 days/yr., plus contracted

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Knollwood Elementary

Regular Meeting
December 12, 2024

- holidays (pro-rated) effective December 13, 2024.
- d. **Jennifer Smith**, BMS/BHS Server, Step 10, 3 hrs./day, 181 days/yr., plus contracted holidays, (pro-rated) effective December 13, 2024.

C. 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. **Joshua Berry**, BHS Assistant Girls Basketball Coach, Class II, Step 0, effective October 25, 2024.
- b. **Donald Maloy**, BMS Boys Basketball Coach, Class III, Step 4, effective December 16, 2024.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None
Motion Carried: 5-0

D. BMS ACADEMIC CLUB END OF THE YEAR FIELD TRIP

- 24-212** It is recommended that the Sheffield-Sheffield Lake Board of Education approve the BMS Academic Club end of the year field trip to Chicago, Illinois, May 27-29, 2025, as per the attached.

Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller
No: None
Motion Carried: 5-0

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 – Sandy Jensen**
The holiday dinner is tonight at 5:30 with the Board Meeting to follow at 6:30 .

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Knollwood Elementary

Regular Meeting
December 12, 2024

- B. Athletic Counsel – Sheila Lopez**
Congratulations to Mr. Adkins.
Congratulations to Nolan Wachter for setting the scoring record for the high school.
Current winter team records and individual successes were also shared.
- C. Legislative Liaison – Amy DeLuca**
There was a third hearing on religious release/time instruction.
A bill was introduced that would require school districts to have overdose reversing drugs on site for immediate treatment.
Another bill was introduced to audit the cost for testing, evaluations, and state report cards.
- D. Endowment Fund – Lisa Miller**
No report.
- E. S.A.L.T. – Student Achievement Leadership Team- Pat Czech**
BHS – The BHS Bands and Choir concert is this evening at 7:00 in the Nest.
Sunday, December 15th, is the Student Services Clothing Distribution in the Nest.
Free clothing and laundry detergent are available.
BMS – The BMS 7th and 8th grade Academic Club enjoyed their first quarter reward activity, bowling, and pizza party at Nautical Lanes in Avon Lake on November 22nd.
The 7th and 8th grade band and jazz band performed in a great holiday concert on December 5th in the Nest.
BIS – The BIS band concert will be next Thursday, December 19th in the BIS gym at 7 PM.
Knollwood – The Knollwood and Forestlawn principals coordinate many of their student activities. Both building will be celebrating the holidays next week the following themes:
Monday, December 16th is Rudolph Day, all are encouraged to wear red.
Tuesday, December 17th, is Grinch Day, all are encouraged to wear green.
Wednesday, December 18th, is Elf Day.
Thursday, December 19th, is holiday pj day.
Friday, December 20th, is holiday hat day and Christmas parties.
Forestlawn - Monday, December 16th, is the Preschool Holiday Program from 6-7 PM in the BHS gym.
The Forestlawn families recently enjoyed the Cookies with Claus PBIS family event which had milk, cookies, coloring, and Santa.
Finance – Sheila Lopez
Mrs. Lopez had a meeting this Monday to discuss the financial status and future of the district.
- G. Centennial Committee – Mrs. Jensen**
The closing of the time capsule will be on December 28th at the boys basketball game.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Knollwood Elementary

Regular Meeting
December 12, 2024

VIII. ADJOURNMENT

24-213 Mrs. Miller moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education adjourn.

Time: 6:30 PM

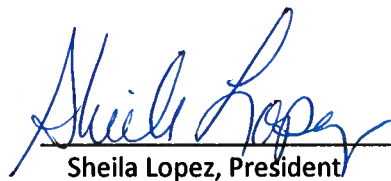
Yes: Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mrs. Lopez, Mrs. Miller

No: None

Motion Carried: 5-0



Adam Hines, Treasurer



Sheila Lopez, President

The next regular meeting will be on January 9, 2025, at the Administration Center at 5:30 PM