

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Forestlawn ELC

Regular Meeting
February 13, 2025

I. **OPENING ITEMS**

- A. Call to Order – 5:30 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.

25-020

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**

Video from Mrs. Kozich and the students at Forest Lawn Early Learning Center. Mr. Cook presented his transportation items. The district met with Auxillo regarding possible options filling in for the district with routes, trips, etc. The district is expected to get pricing for various options to use Auxillo.

Strategic Plan Outcomes Records provided by Mr. Cook to the Board members.

Mr. Cook applied for a \$40,000 Safety Grant through the state for silent panic buttons and window coverings.

IV. **TREASURER'S BUSINESS**

A. Reports

Financial Audit is moving forward and will be wrapped up in the next few weeks. Real estate taxes were not paid until February 5th, which is the latest the county has paid in recent years. This delay in payment to the district could result in cashflow issues and meeting payroll obligations in the next few years as our cash continues to be depleted.

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B. Approval of Minutes

- 25-021** Mrs. DeLuca moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

Organizational Meeting – January 9, 2025

Regular Meeting – January 9, 2025

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

No: None

Abstain: Mrs. Czech

Motion Carried: 4-0

C. Approval of Purchase Orders

- 25-022** Mrs. DeLuca moved seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached purchase orders above \$ 3000.00 with issues.

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

No: None

Motion Carried: 5-0

D. Approval of Financial Statements

- 25-023** Mrs. Czech moved seconded by Mrs. Lopez that the Sheffield-Sheffield Lake Board of Education approve the enclosed financial statements.

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

No: None

Motion Carried: 5-0

E. VFW Post 8686 Donation

- 25-024** Mrs. Miller moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation from VFW POST 8686.

a. \$ 5000.00 – to support the Cardinals Softball Program.

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

No: None

Motion Carried: 5-0

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F. AMVETS Post 55 Donation

25-025 Mrs. Czech moved, seconded by Mrs. DeLuca, that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation from Amvets POST 55.

- a. \$ 2000.00 – to support Boys Varsity Basketball
- b. \$ 2000.00 – to support Girls Varsity Basketball
- c. \$ 2689.86 – to support the Wrestling program

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

No: None

Motion Carried: 5-0

G. Henrietta Honey Donation

25-026 Mrs. Lopez moved, seconded by Mrs. DeLuca, that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donations from Henrietta Honey (Sherry Oleyar).

- a. \$ 2252.00 – to offset Senior student fees and unpaid lunch balances

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

No: None

Motion Carried: 5-0

H. Patty Huhn Donation

25-027 Mrs. DeLuca moved, seconded by Mrs. Czech, that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation from Patty Huhn.

- a. \$ 100.00 – any outstanding lunch account(s)

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

No: None

Motion Carried: 5-0

I. Additional Personal Time Hours

25-028 Mrs. Lopez moved, seconded by Mrs. DeLuca, that the Sheffield-Sheffield Lake Board of Education grant the following classified personnel an additional six (6) hours of personal time for accepting a two(2) hour midday bus route in October 2024.

- a. Michelle Ryan

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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

25-029 Mrs. DeLuca moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approves Items A through D.

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

- a. **Shannon Brennan**, BHS Girls Soccer Coach, resigning effective January 10, 2025.
- b. **Pamela Ferry**, Bus Driver, resigning effective January 21, 2025, for the purpose of retirement.
- c. **Dale Gainer**, BHS Assistant Wrestling Coach, resigning effective December 28, 2024.
- d. **Breanne Grimm**, BIS Teacher, requesting unpaid leave effective January 7, 2025, through the remainder of the 2024-25 school year.
- e. **Elaina Hamel**, Bus Driver, resigning effective January 31, 2025, for the purpose of retirement.
- f. **Beth Meister**, District Speech and Language Pathologist, resigning effective May 28, 2025, for the purpose of retirement.
- g. **Tammy Raines**, Bus Driver, was recommended for approval for disability retirement benefits from SERS. Pursuant to RC 3309.41 (A) (2), while on a SERS approved disability leave, Tammy Raines will be subject to recall for a period of three years should the Retirement Board determine that she is capable of resuming service. During this period, Tammy Raines will be considered on unpaid leave of absence per RC 3309.41 (A) (2). Accordingly, Tammy Raines' name will remain on the employee rolls of the District and she will be treated as a leave subject to recall. The effective date for this leave is February 1, 2025.
- h. **Debbie Walker**, BHS FACS Teacher, retiring effective June 5, 2025.
- i. **Bernadette Wallace**, resigning Knollwood Noon Monitor and Van Driver positions effective February 13, 2025, 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. **Bettina Figueroa**, Van Driver, Step 1, 4 hrs./day, 180 days/yr., plus contracted holidays (pro-rated), effective February 14, 2025.

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- b. **Landis Jarvis**, BIS Cleaner, Step 1, 260 days/yr., plus contracted holidays (pro-rated), effective March 3, 2025.
- c. **Bernadette Wallace**, Knollwood Elementary, **TEMPORARY** ESP, Step 1, 181 days/yr. plus contracted holidays (pro-rated), 7 hrs./day, effective February 14, 2025, for the remainder of the 2024-25 school year.
- d. **Joanna Wright**, Forestlawn ELC, SSP, Step 6, 175 days/yr. plus contracted holidays (pro-rated), 2.5 hrs./day, effective February 14, 2025.

C. Classified Substitute(s)

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. **Jean Coleman** – Substitute Bus Driver (as needed basis).
- b. **Denise Kravec** – Substitute Bus Driver (as needed basis).

D. 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. **Karen Coffey**, Knollwood, PBIS, Class VII, effective February 14, 2025.
- b. **Colette Lubertozi**, Knollwood, PBIS, Class VII, effective February 14, 2025.
- c. **Linda Wozniak**, Knollwood, PBIS, Class VII, effective February 14, 2025.

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

No: None

Motion Carried: 5-0

E. Special Education Model Policies and Procedures

25-030

Mrs. DeLuca moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve attached Special Education Model Policies and Procedures per the Ohio Department of Education and Workforce.

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

No: None

Motion Carried: 5-0

F. Membership Resolution – Ohio High School Athletic Association

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- 25-031** Mrs. Lopez moved, seconded by Mrs. DeLuca, that the Sheffield-Sheffield Lake Board of Education approve the attached Membership Resolution – Ohio High School Athletic Association for the 2025-26 school year.

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."

Andrew Smith - Shared that he has encouraged his members to reach out to their elected officials regarding the school funding and attack on public education.

VII. Standing Committee Report

A. Joint Vocational School – Sandy Jensen

JVS had a retreat last week. Reminder to complete the superintendent and treasurer's evaluation.

B. Athletic Counsel – Sheila Lopez

Friday night boys' basketball game is free of charge thanks to Gary Tollett who solicited funds to cover gate fees. The boys' basketball team is set to win the 3rd conference title in a row (3-Peat) if they win.

Wrestling sectionals begin February 22nd at Kenston.

Bowling Team was 3rd in sectionals and advanced to District competition at Roseland Lanes, 2/21/25 at 10 am.

C. Legislative Liaison – Amy DeLuca

The new proposed biennium budget has set aside \$30 million for bus safety. Budget include increasing community school per pupil revenue from \$1,000-\$1,500. Senate bill 66 would include emergency levies, substitute levies, school district income tax and all inside millage in the school district effective millage floor. SB 68 Establishes non-chartered savings programs and \$51 million to the program. HB 42 would require schools to report any citizenship concerns with any person they come in contact with. HB 57 requires all districts to keep and maintain overdose reversal drugs. HB 62 Requires districts to be notified of when students drop courses.

D. Endowment Fund – Lisa Miller

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Annual Fundraiser dinner on March 29th. Dinner will be held at the Joyce E. Hanks Community Center and the theme will be Heroes and Villains and food will be from Fligners. Cash Raffle and 50/50 tickets for sale.

E. S.A.L.T. – Student Achievement Leadership Team- Pat Czech
Forestlawn Early Learning Center

Valentine Parties- AM Preschool: 10:15 am, PM Preschool & Kindergarten:
2:15PM tomorrow.

College and Career Spirit Week is February 24th - 28th.

See the Forestlawn website for information about kindergarten registration for children who turn 5 before August 1st.

Knollwood Elementary

Tuesday, March 4th from 9:00am-10:00 am is Knollwood's Right to Read event. Readers are needed. You can bring your own picture book or use one of the appropriate books picked out for you to share with the first or second graders.

Complimentary coffees and a light breakfast will be available to all participants.

The parties will be a little different for Valentine's Day. Students will rotate to 3 areas to participate in crafts and games. Staff and parents will supervise the students.

Brookside Intermediate School

Check out the BIS website for information about the House Program at Brookside

Intermediate School including the beautiful house shields designed by the students.

Brookside Middle School

BMS 3rd and final round of Parent Teacher Conferences will be on Thursday, February 13th from 3:00-7:00pm.

Brookside High School

BHS Winter Sports Senior Night was held on Friday, February 7th .

F. Finance – Sheila Lopez

Held a meeting tonight prior to the Board meeting. Our next finance meeting will include Mr. Gleichauf discussing budgets.

VIII. EXECUTIVE SESSION

25-032

Mrs. Lopez moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education adjourn to Executive Session for the reason(s) indicated below with no action to follow:

Time: 7:02 PM

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To consider one or more, as applicable, of the check marked items with respect to a public employee or official:

- 1) Appointment;
- 2) Employment;
- 3) Dismissal;
- 4) Discipline;
- 5) Promotion;
- 6) Demotion;
- 7) Compensation;

A. Investigation of charges/complaints against a public employee, official, licensee, or regulated individual (unless public hearing requested)

B. To consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is averse to the public interest.

C. Conferences with an attorney for the public body concerning disputes involving the public body that are subject of pending or imminent court action.

D. Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

E. Matters required to be kept confidential by federal law or regulations or state statutes.

F. Details relative to security arrangements and emergency response protocols for a public body or a public office if disclosure of the matters discussed could be expected to jeopardize the security of the public body or public office.

Reconvene from executive session by consent at **8:12 p.m.**

IX. ADJOURNMENT

25-033 Mrs. Miller moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education adjourn.

Time: **8:12 PM**

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

No: None

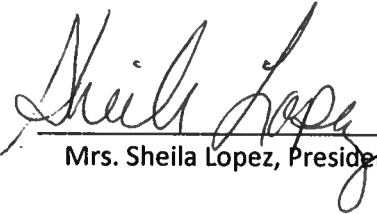
Motion Carried: 5-0

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Mr. Adam Hines, Treasurer


Mrs. Sheila Lopez, President

The next meeting will be on March 13, 2025, at 5:30 PM at Brookside Middle School.

