

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Regular Meeting
May 8, 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

- C. Pledge of Allegiance

II. **AGENDA**

- A. Motion to approve the agenda with a change.

25-066

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

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

III. **INFORMATIONAL ITEMS/BOARD RECOGNITIONS**

Recognition of BHS Boys Basketball Players – Chris Adkins

The team was 16-8 overall.

10-1 LC8/ 3-time champs (36-6 in the LC8 during those three years)

This year they had the top scoring offense in Division IV in the entire state at 81.4 PPG

Nolan Waechter:

LC8 Player of the Year...First team All-LC8 for the second year in a row

Lorain County Div. IV-V Player of the Year for the second year in a row...First team All-Lorain County for the third year in a row

First team All-Northeast Lakes District for the second year in a row

Named the Ohio Basketball Coaches Association District 3 Division 4 Player of the Year

Brookside's first ever Lorain County Mr. Basketball

Holds the school record in

- o Total points at 1,499
- o Most made 3-pointers in a season with 93 and in a career with 313
- o Most steals in a season with 82 and in a career with 220

Nolan's 313 career 3-pointers also broke the Lorain County record of 260 which has stood since 1996.

Jack Holman and Marquis Capers were also named First team All-LC8 and All-Lorain County Div. IV-V

Coach Larry Babics:

LC8 Coach of the Year for the third consecutive year

Lorain County Coach of the Year for the second time in 3 seasons

This Senior Class will go down in Brookside history as the most accomplished class in Brookside history in Basketball and as one of the top groups overall in our athletic

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history. The exciting part now is keeping it going so every year we can say the same thing about that graduating class at a Spring school board meeting!

Chris Glynn

Shared information about the aeronautics club and Kent State National competition using rubber bands to have the longest flight time.

Mr. Cook introduced Mr. Brian George as the new Brookside High School Assistant Principal for the 2025-26 school year.

IV. TREASURER'S BUSINESS

A. Reports

Mr. Hines shared the Five-Year Forecast Spring Update and the district is deficit spending and will need to make changes in the next few years to keep a positive cash balance.

B. Approval of Minutes

25-067 Mrs. Miller moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

Regular Meeting – April 10, 2025

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

No: None

Motion Carried: 3-0

C. Approval of Purchase Orders

25-068 Mrs. Miller moved seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the attached purchase orders above \$ 3000.00 with issues.

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

No: None

Motion Carried: 3-0

D. Approval of Financial Statements

25-069 Mrs. Miller moved seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the enclosed financial statements.

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

No: None

Motion Carried: 3-0

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E. FY25 Amended Permanent Appropriations

25-070 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached FY25 Amended Permanent Appropriations.

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

No: None

Motion Carried: 3-0

F. Frontline Timeclock Contract

25-071 Mrs. Miller moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the attached Frontline contract for the implementation and time and attendance with unlimited usage for internal employees.

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

No: None

Motion Carried: 3-0

G. Five Year Forecast

25-072 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached Five-Year Forecast.

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

No: None

Motion Carried: 3-0

V. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES

A. Resignations/Leave Requests/Retirements

25-073 Mrs. Miller moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education honors the following employee(s) request:

- a. **Mike Cook**, resigning as the Superintendent of Sheffield-Sheffield Lake CSD, for purpose of retirement, effective July 31, 2025, contingent on the Board of Education rehiring Mike Cook as Superintendent, effective August 4, 2025.
- b. **Leslie Kozich**, FELC Principal, resigning at the conclusion of the 2024-25 school year.
- c. **Gabriel MacWilliams**, BHS Instrumental Instructor, resigning, effective at the conclusion of the 2024-25 school year.
- d. **Max Wilson**, BHS Assistant Varsity Track Coach, resigning effective April 9, 2025.
- e. **Kelly Zana**, FELC PBIS, resigning effective for the 2025-26 school year.

B. Administrative - Superintendent

25-074 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education accepts and approves Mike Cook’s resignation as Superintendent for purposes of retirement effective July 31, 2025, contingent on being rehired as Superintendent, and hereby rehires **Mike Cook** as Superintendent effective August 4, 2025, under the terms agreed upon in Mr. Cook’s new contract.

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

C. Administrative -Other

25-075 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education award and employ **Brian George** a Two (2) Year Contract as Brookside High School Assistant Principal, as per the Administrative Schedule effective August 1, 2025- July 31, 2027.

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

25-076 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education award and employ **Christine Oravets**, as Brookside High Interim Assistant Principal, retroactive to April 2, 2025through June 4, 2025, at the per diem rate per the Administrative Schedule.

Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education renews the contract of **Sierra Swanson**, BIS Assistant Principal, for Two (2) years, as per the Administrative Schedule effective August 1, 2025-July 31, 2027.
Yes: Mrs. Czech, Mrs. Jensen, Mrs. Miller
No: None
Motion Carried: 3-0

D. Certified Contract Renewal

25-077 Mrs. Miller moved, seconded by Mrs. Jensen, that the Sheffield-Sheffield Lake Board of Education award the following certified personnel the appropriate contract and salary schedule rate as per the Master Agreement effective at the commencement of the 2025-26 school year.

Amy Baughman	Continuing Contract
Alexis Buffington	2 Yr. Limited
Jane Cassidy	1 Yr. Limited
Breanne Grimm	2 Yr. Limited

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Becky Guercio	2 Yr. Limited
Kady Hlad	2 Yr. Limited
Lauren Hollars	1 Yr. Limited
Tenzin McCallister	2 Yr. Limited
Jasmine Monacelli	Continuing Contract
Mackenzie Nekl	2 Yr. Limited
Scott O'Donnell	Continuing Contract
Mary Olesick	2 Yr. Limited
Alexandra Thomas	1 Yr. Limited
Sarah Timmis	2 Yr. Limited
Lillian Vandenberg	1 Yr. Limited
Amanda Vaselaney	1 Yr. Limited

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

No: None

Motion Carried: 3-0

E. Certified

25-078

Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the following certified personnel at the appropriate salary schedule rate per the Master Agreement and contingent upon successful completion of all certification and payroll requirements.

- a. **Courtney Gabrie**, FELC PreK Intervention Specialist, BA, Step 4, effective for the 2025-26 school year.
- b. **Wendy Wilmer**, District Speech and Language Pathologist, M, Step 7, effective for the 2025-26 school year.

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

No: None

Motion Carried: 3-0

F. Tutors

25-079

Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the following certified personnel at the appropriate salary schedule rate per the Master Agreement and contingent upon successful completion of all certification and payroll requirements.

- a. **Julie Koscho**, Homebound Tutor, on an as needed basis, effective April 28, 2025, and concluding at the end of the 2024-25 school year.

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

No: None

Motion Carried: 3-0

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G. Supplemental

25-080

Mrs. Miller moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education awards a Supplemental Contract at the appropriate salary schedule as per the Master Agreement to the following personnel contingent upon successful completion of all payroll requirements and current certifications.

- a. **Christian Adkins**, BHS Assistant Track Coach, Class III, Step 0, effective March 22, 2025.
- b. **Joshua Berry**, BHS Assistant Football Coach, Class III, Step 0, effective August 1, 2025.
- c. **Lillian Vandenberg**, BHS Instrumental Instructor, Class V, Step 0, effective July 1, 2025.

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

No: None

Motion Carried: 3-0

H. Classified

25-081

Mrs. Miller moved, seconded by Mrs. Czech 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. **Scott Below**, Van Driver, Step 1, 2 hrs./day, 180 days/yr. plus contracted holidays (pro-rated), effective May 9, 2025.

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

No: None

Motion Carried: 3-0

I. Transportation Supervisor – Amended Contract

25-082

Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the amended contract for the Transportation Supervisor as per the attached.

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

No: None

Motion Carried: 3-0

VI.

BUSINESS OPERATIONS

A. Brookside High School Graduating Class of 2025

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25-083 Mrs. Miller moved, seconded by Mrs. Jensen that the Sheffield- Sheffield Lake Board of Education approve the list of potential graduates of the Brookside High School graduating class of 2025, contingent upon successful completion of all graduation requirements.

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

No: None

Motion Carried: 3-0

Mrs. Miller moved, seconded by Mrs. Czech, that the Sheffield-Sheffield Lake Board of Education approves Items B through G.

B. Total Education Solutions Service Agreement

25-084 It is recommended that the Sheffield-Sheffield Lake Board of Education approve the Total Education Solutions Service Agreement for the 2025-26 school year which provides services for students with special needs.

C. LLA Therapy Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the LLA Therapy Agreement which provides the necessary therapy services including speech, behavioral, physical, and occupational to students who qualify for the 2025-26 school year.

D. Positive Education Program (PEP) Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education renew the Positive Education Program (PEP) Agreement for the 2025-26 school year which serves the needs of our special education students with serious emotional disturbances or autism that cannot be appropriately educated in a regular school setting.

E. Educational Alternatives Purchase Service Contract

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Educational Alternatives Service Agreement for the 2025-26 school year which provides students with varying educational, emotional, and physical needs.

F. Letter of Engagement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Engagement Letter for the Legal Services of Roetzel & Andress, LPA effective March 24, 2025.

G. Mercy Health Lorain LLC Clinical Education Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Clinical Education Agreement which provides clinical experience for school students enrolled in one or more of the clinical programs set forth in the agreement. The Agreement shall take effect on April 7, 2025.

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

H. SSLCEA Master Agreement Changes

25-085 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education approve the attached negotiated changes to the SSLCEA Master Agreement.

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

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 has 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."

VIII. Standing Committee Report

- A. Joint Vocational School – Sandy Jensen**
Meeting next week.
- B. Athletic Counsel – Lisa Miller**
Looking for warmer/drier weather. Two senior athletes signed to play at the collegiate level.
- C. Legislative Liaison – Amy DeLuca**
N/A
- D. Endowment Fund – Lisa Miller**
Had a meeting last week but was unable to attend and will provide an update at the next meeting.
- E. S.A.L.T. – Student Achievement Leadership Team- Pat Czech**
Brookside High School
Wednesday, May 7th was NHS Induction Ceremony and Art Show
Wednesday, May 7th was the Cardinal Brew's free Spaghetti Dinner in the Nest

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Thursday, May 8th Baseball Senior Night 5pm
Friday, May 9th Softball Senior Night 5pm
Tuesday, May 13th Band and Choir concert starting at 7:00pm.
Wednesday, May 14th Senior Award Ceremony and Gallery of Success Award at 6:30pm
Thursday, May 15th Track Championships LC8 @ Firelands and Softball Sectional @ Woodbridge 5pm
Friday, May 16th Cardinal Special Olympics all day
Saturday, May 17th Prom @ Tall Oaks and After-prom @BHS Nest
Wednesday, May 21st Senior Car Parade 6-8:30
Thursday, May 22nd District Track Championships at Orrville
Saturday, May 31st Commencement 2:00pm at Palace Theatre
Saturday, June 7th Band Car and Craft Show, 10:00am – 3:00pm
Wednesday, June 4th Last Day Students

Brookside Middle School

Wednesday, May 7th was the Opening Night Reception for the Brookside Middle and High School Art Show in the media center. The Art Show will also be open from 8:00 AM to 3:00 PM on Thursday and Friday.

Friday, May 9th - BMS Spring Fling Dance sponsored by the BMS Student Council.

Wednesday, May 14th - Field Trip to Crushers Stadium.

May 27th-29th is the Academic Club Chicago trip

Monday, June 2nd - Cedar Point Field Trip.

Tuesday, June 3rd - BMS Field Day Events

Saturday, June 7th Band, Car & Craft Show 10am-3pm @ Sevits Stadium

Brookside Intermediate School

Monday, May 5th – Friday, May 9th is the BIS Book Fair. All purchases through the Book Fair benefit our school. Thanks for supporting our kids! Happy reading!

Thursday, May 15th is the BIS Band concert @ 7pm

Knollwood Elementary School

“Walk on Wednesday” will be May 7th, 14th, and 21st

Knollwood's BOGO Book Fair next week, May 19-23.

Wednesday, May 21st Kindergarten visits Knollwood

Thursday, May 22nd, Music Program

K-6 Art Show Wednesday, May 21st 5-7pm, with music by the BHS Jazz Band, and

Thursday, May 22nd 3-5pm.

Forestlawn Early Learning Center

Tuesday, May 20th Kindergarten Music Program 6:00 PM BHS Nest

Thursday, May 22nd Flower Walk 9am and 1pm

F. Finance – Sheila Lopez

N/A

IX. **ADJOURNMENT**

25-086 Mrs. Czech moved, seconded by Mrs. Miller that the Sheffield-Sheffield Lake Board of Education adjourn.

Time: **6:36 PM**

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



Mr. Adam Hines, Treasurer



Mrs. Sandra Jensen, Vice President

The next regular meeting will be on June 12, 2025, at 5:30 PM at Brookside High School.