

# Sheffield-Sheffield Lake City Schools Regular Board of Education Meeting

1824 Harris Road  
Sheffield, OH 44054

July 24, 2025

5:30 P.M. Regular Meeting

Administration Center

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 a 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**

**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):

**Regular Meeting – June 12, 2025**

**Special Meeting – June 23, 2025**

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**C. Approval of Financial Statements**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the enclosed financial statements.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**D. K-12 Business Consulting, Inc. Agreement**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached K-12 Business Consulting, Inc. Ohio Five Year Forecasting Program Customer for the 2025-2026 school year as presented.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_



**E. Julian & Grube, Inc. Agreement**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve Julian & Grube, Inc. to perform the Medicaid Agreed Upon Procedures audit for the 2026 and 2027 fiscal years at a cost of \$2,100 for each fiscal year as presented.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**F. Lions Club donation**

It is recommended that the Sheffield -Sheffield Lake Board of Education accept and acknowledge the following donations from Lions Club.

- a. \$500 to the Brookside Robotics Club.
- b. \$1,500 to the Cardinal District Video Club (DVC).

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**G. Transportation Payment in Lieu**

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

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

Name	School
Holley, Ciara	St. Joseph Academy
Holley, Natalie	St. Joseph Academy
Holley, Patrick	St. Joseph Academy
Horvath, Christopher	Lutheran West MS
Horvath, Mariah	Lutheran West HS
Humphrey, Anna Marie	Open Door Christian
Humphrey, Caleb	Open Door Christian
Humphrey, Samuel	Open Door Christian
Jones, Liam	Elyria Catholic High
Kovacs, Graham	St. Jude
Kovacs, Miles	St. Jude



Orr, Charles Jr.	Elyria Catholic High
Pokrywka, Joseph	St. Edward HS
Roberts, Kamron	Elyria Catholic High
Stanaczyk, Noah	St. Paul Lutheran, Westlake
Stapleberg, Oliver	Westside Christian
Taylor, Tess	Open Door Christian
Taylor, Todd	Open Door Christian
Taylor, Trevor	Open Door Christian
Taylor, Tripp	Open Door Christian
Vinson, Izaiah	Sheffield Academy
Walker, Layla	Holy Trinity
Wright, Niko	Sheffield Academy

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**H. Activities Purpose/Budget Statements**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Activities Purpose/Budget Statements for the 2025-2026 school year.

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. **Christina Howell**, resigning from Brookside Intermediate SSP Monitor position effective August 19, 2025, to accept another position in the district
- b. **Mackenzie Nekl**, BHS teacher, resigning at the conclusion of the 2024-25 school year.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_



**B. Certified Salary Adjustment**

It is recommended that the Sheffield-Sheffield Lake Board of Education approves the salary increases for advanced training for the following certified personnel as per the Master Agreement retro-active to August 1st, 2025.

	<u>FROM</u>	<u>TO</u>
a. Alexandria Thomas	BA	BA+12
Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____		

**C. Certified**

It is recommended 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. **Andrew Brennan**, BHS Intervention Specialist, BA, Step 1, effective August 18, 2025, pending all required documents have been received.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**D. TUTORS**

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

- a. **Skye Casey**, Title I Tutor, **6 ½ hrs./day**, 175 days/yr., effective August 25, 2025, for the 2025-26 school year.
- b. **Sarah DeFranco**, Title I Tutor, **6 ½ hrs./day**, 175 days/yr., effective August 25, 2025, for the 2025-26 school year.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**E. 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. **Christina Howell**, Forestlawn ELC, ESP, Step 1, 6 hrs./day, 180 days/year plus contracted holidays (pro-rated), effective August 19, 2025
- b. **Amber Kruse**, Bus Driver, Step 2, 4 hrs./day, 181 days/year plus contracted holidays (pro-rated), pending all required documents have been received.
- c. **Bernadette Wallace**, Forestlawn ELC, ESP, Step 1, 6 hrs./day, 180 days/year plus contracted holidays (pro-rated), effective August 19, 2025.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**F. 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. **Kristen Torbert**, BMS Volleyball Coach, Class III, Step 4, effective August 1, 2025.
- b. **Amon Willis**, BHS Assistant Football Coach, Class III, Step 0, effective August 1, 2025.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**G. EMIS/Central Office Administrative Assistant**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the reduction of one employee at Central Office and hire **Michele Arra** as the Administrative Assistant to the Superintendent while maintaining her current position as EMIS Coordinator. This added position will be paid as a 10% stipend to her annual salary. The first half stipend payable August 5, 2025, and the second half stipend payable February 5, 2026.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**H. Cuyahoga Community College, College Credit Plus Memorandum of Understanding**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Memorandum of Understanding for Cuyahoga Community College, College Credit Plus, for the 2025-26 school year.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_



**I. Ohio Coalition for Equity & Adequacy of School Funding**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached resolution against the EdChoice voucher program and authorize/direct the school district's joiner of the Ohio Coalition for Equity and Adequacy of School Funding

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**VI. BUSINESS OPERATIONS**

**A. Meal Prices for 2025-26**

It is recommended that the Sheffield- Sheffield Lake Board of Education approves the increase in lunch prices in the amount of 25 cents for the 2025-26 school year.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**B. Purchase of School bus**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the purchase of one (1) - seventy-two passenger Blue Bird T3FE 3508 (Package 7) school bus chassis and body. Bid through the Ohio School Council.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**C. Phoenix Learning Center LLC**

It is recommended that the Sheffield- Sheffield Lake Board of Education enter a contract with the Phoenix Learning Center LLC for special education and related services for the 2025-26 school year as per the attached.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**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 desires 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
- B. Athletic Counsel
- C. Legislative Liaison
- D. Endowment Fund
- E. S.A.L.T. – Student Achievement Leadership Team
- F. Finance

**IX. ADJOURNMENT**

Time: \_\_\_\_\_

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**ADDENDUM TO THE AGENDA**

**C. TREASURER'S BUSINESS**

**I. VFW Donation**

It is recommended that the Sheffield -Sheffield Lake Board of Education accept and acknowledge the following donations from VFW.

- a. \$4,700 to the Cardinal District Video Club (DVC).

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**J. Sedgwick Program Renewal**

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the **Sedgwick Renewal Program**. The Ohio SchoolComp program, sponsored by both the Ohio Association of School Business Officials and the Ohio School Board Association, is designed by schools and includes both workers' compensation and unemployment compensation claims management services.

Pat Czech \_\_\_\_\_ Amy DeLuca \_\_\_\_\_ Sandra Jensen \_\_\_\_\_ Sheila Lopez \_\_\_\_\_ Lisa Miller \_\_\_\_\_

**The next regular meeting will be on August 14, 2025, at 5:30 PM at the Administrative Center.**