

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Regular Meeting
August 28, 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
Absent: Mrs. Miller

- C. Pledge of Allegiance

II. AGENDA

- A. Motion to approve the agenda.

25-154 Mrs. Jensen moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approves the agenda.

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

IV. TREASURER'S BUSINESS

- A. Reports
- Approval of Minutes

25-155 Mrs. DeLuca moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the minutes from the following agenda(s):

Regular Meeting - August 14, 2025

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

- C. Transportation Payment in Lieu

25-156 Mrs. Czech moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approves the transportation payment in lieu.

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

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.

Cromwell, Rebekah	St. Joseph Academy
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D. Activities Purpose/Budget Statements

25-157 Mrs. Lopez moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education approves the attached Activities Purpose/Budget Statements for the 2025-2026 school year.

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

E. AMVETS 55 Donation to Forestlawn for Chromebooks

25-158 Mrs. Jensen moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the \$3,000 to the Forestlawn Early Learning Center for Chromebooks.

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

F. Transfer from General Fund to Athletics

25-159 Mrs. moved, seconded by Mrs. that the Sheffield-Sheffield Lake Board of Education approves the transfer of \$29,475.81 from the General Fund (001-0000) to the Athletic fund (300-0000).

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

V. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES

25-160 Mrs. Lopez moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approves items A-D.

A. Classified Salary Adjustment

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the salary increase for advance training for the following classified personnel as per the Negotiated Agreement retroactive to the first workday of the 2025-26 school year.

- | | | |
|----|----------------|-----------------|
| a. | Brandy Bauers | Base Salary+6% |
| b. | Brenda Crnko | Base Salary+10% |
| c. | Denise Edwards | Base Salary+10% |
| d. | Brittani Houpt | Base Salary+6% |
| e. | Denise Signor | Base Salary+8% |
| f. | Jennifer Smith | Base Salary+8% |
| g. | Jeremy Smith | Base Salary+6% |
| h. | Jane Vogel | Base Salary+2% |
| i. | Leah Wright | Base Salary+4% |

B. Classified

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following classified personnel at the appropriate salary rate as per the Negotiated Agreement and contingent upon the successful completion of all payroll requirements.

- a. **Savannah Forcier**, Knollwood SSP Breakfast Monitor, Step 1, .50 hrs./day, 175 days/year plus contracted holidays (pro-rated) effective August 21, 2025.

C. 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. **Sarah Besida**, Title I Tutor, $6 \frac{1}{2}$ hrs./day, 170 days/yr., effective for the 2025-26 school year.
- b. **Christina Oravets**, Substitute Title I Tutor, as needed, effective for the 2025-26 school year.

D. Supplemental

It is recommended that the Sheffield-Sheffield Lake Board of Education awardA 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. **Kaleigh Atkins**, BHS Assistant Girls Soccer Coach, Class IV, Step 0, effective August 1, 2025.
- b. **Eric Saddler**, BHS Assistant Wrestling Coach, Class II, Step 0, effective August 29, 2025.
- c. **Andrew Smith**, BHS *Volunteer* Assistant Wrestling Coach, at no cost to the district, effective August 29, 2025.

VI. BUSINESS OPERATIONS

A. Amendment to Alternative Education Services Agreement

25-161 Mrs. DeLuca moved, Mrs. Lopez seconded that the Sheffield-Sheffield Lake Board of Education approves the amendment to **Alternative Education Service** Agreement with Ombudsman Educational Services, Ltd.

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

B. Cybersecurity CoPilot Program

25-162 Mrs. Czech moved, Mrs. DeLuca seconded that the Sheffield-Sheffield Lake Board of Education approves the contract with DataServ for **Cybersecurity CoPilot Program** software.

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

C. Nexus Therapy Contract

25-163 Mrs. Czech moved, Mrs. DeLuca seconded that the Sheffield-Sheffield Lake Board of Education approves the contract with **Nexus Therapy** to provide Paraprofessional services for the 2025-2026 school year.

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

D. PSI Associates Contract

25-164 Mrs. Czech moved, Mrs. Lopez seconded that the Sheffield-Sheffield Lake Board of Education approves the contract with **PSI Associates, LLC.** for Remedial/Title I Teacher Services for the 2025-26 school year.

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

E. Sheffield-Sheffield Lake Board Policy Update

25-165 Mrs. DeLuca moved, Mrs. Lopez seconded that the Sheffield-Sheffield Lake Board of Education adopt and replace the following board policies with our board policy manual in accordance with the law.

6.05	6.08
6.18	6.19
6.52	7.04
7.05	7.12
7.17	7.37
8.00	8.07
8.19	9.22

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

F. Shared Services Alliance Transportation Agreement

25-166 Mrs. Lopez moved, Mrs. DeLuca seconded that the Sheffield-Sheffield Lake Board of Education approves the contract with **Shared Services Alliance** for Transportation for the 2025-26 school year.

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

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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."

VIII. STANDING COMMITTEE REPORT

- A. **Joint Vocational School**
 - The JVS started school.
 - They installed new flooring over the summer. Hard Surface.
 - The PR person wanted their board members to re-share his posts.
- B. **Athletic Counsel**
 - Large number of boys running this year but only 2 girls.
 - They run at LCCC on Saturday.
 - Review of all team records.
- C. **Legislative Liaison**
 - Grade Banding changes to be broader.
 - 9-17-25 is Constitution Day.
 - Mrs. DeLuca will be attending an OSBA law update.
- D. **Endowment Fund**
 - The last meeting was to re-convene and to set dates for future meetings.
- E. **S.A.L.T. – Student Achievement Leadership Team**
 - BHS Freshman will be the class of 2029.
 - 10-17 is Senior Night before the football game.
 - Knollwood received the purple heart award.
 - FELC is having books donated instead of classroom snacks.
 - The football game is KDG night and will run across the field. They're class of 2038
- F. **Finance - N/A**

IX. ADJOURNMENT

25-167 Mrs. DeLuca moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education adjourn.

Time: 6:45 PM

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

No: None

Absent: Mrs. Miller

Motion Carried: 4-0

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Mr. Adam Hines, Treasurer



Mrs. Sheila Lopez, President

The next meeting will be on September 11, 2025, at 5:30 PM at the Administration Center.