

Sheffield-Sheffield Lake City Schools Regular Board of Education Meeting

1824 Harris Road
Sheffield, OH 44054

October 9, 2025

5:30 P.M. Regular Meeting

Knollwood Elementary School

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

Knollwood presentation – Colleen Mudore, Principal.
Brenda Svec, Director of Curriculum and Instruction, sharing the results from the State Report Card.

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 – September 11, 2025

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

- C. Approval of Purchase Orders

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached purchase orders above \$ 3,000.00 with issues.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

- D. 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 _____

E. Five Year Forecast

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the Five-year Forecast.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

F. AMVETS Post 55 Donation

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation from AMVETS Post 55:

- a. \$6,061.00 to the BHS E-Sports Club.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

G. Endowment Committee Donation

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation from Endowment Committee to support PBIS initiatives in each grade level (grades PK-12). :

- a. \$7,000 total (\$500 awarded to each grade level).

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. **Elyse Albugh**, resigning from Forestlawn Breakfast Monitor position, effective September 26, 2025.
- b. **Dawn Bobrowski**, resigning from Transportation Bus Driver position, effective August 29, 2025.

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. Mary Cogdell	MA	MA+12
Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____		

C. 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. **Kariman Assad**, BOE Maintenance/Custodial – Cleaner, Step 1, 2.5 hrs./day, 247 days/year plus contracted holidays (pro-rated), effective October 13, 2025.
- b. **Savannah Collins**, Noon Monitor at Brookside Intermediate School, Step 1, 2.5 hrs./day, 181 days/year plus contracted holidays (pro-rated), effective October 14, 2025.
- c. **Barb Hobart**, Brookside Intermediate School SSP Monitor, Step 5, 2.5 hrs./day, 181 days/year plus contracted holidays (pro-rated), effective October 14, 2025.
- d. **Nillian Santiago**, Transportation Bus Driver, Step 3, 4hrs./day, 181 days/year plus contracted holidays (pro-rated), effective October 10, 2025.

Pat Czech _____ **Amy DeLuca** _____ **Sandra Jensen** _____ **Sheila Lopez** _____ **Lisa Miller** _____

D. Classified Substitute

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. **Dawn Bobrowski**, Substitute Bus Driver, effective September 16, 2025.
- b. **Madeline Rouhier**, Substitute SSP Monitor, effective October 14, 2025.

Pat Czech _____ **Amy DeLuca** _____ **Sandra Jensen** _____ **Sheila Lopez** _____ **Lisa Miller** _____



E. DECAF Proposals

It is that the Sheffield-Sheffield Lake Board of Education approve the following DECAF proposals to be paid upon completion.

NAME	TITLE	Percentage %
JB Kinser	BIS – Academic Challenge Advisor	2
Mary Cogdell	BIS – Coding Club	2
Amy Baughman	BIS – The Chirp	2.5
Lisa Sheehan	BMS – Cards in the Community	3
Jessica Schremp	BMS – Spelling Bee	2.5
Jessica Schremp	BMS – Academic Challenge Advisor	2
Patty Hicks	KW – Knollwood Garden Club	2.5
Tracy Hoydic	KW - Knollwood Garden Club	2.5
Michelle Lewis	KW – Kindness Club	2.5
Linda Wozniak	KW - Kindness Club	2.5
Pamela Vasquez	BHS – French Honors Society	3
Julie Kinnear	BHS – Model United Nations	2.5
Lisa Sheehan	BHS – HOSA Future Health Professionals	3
Julie Kinnear	BHS – Spanish Honors Society	3
Kevin Landis	BHS – E-Sports	4
Nathan Mack	BHS – E-Sports	4
Heather Carollo	FELC – Kindness Club	5
Chris Glynn	BMS/BHS – FLOAT	1

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. **Nathan Mack**, BHS Assistant Girls Basketball Coach, Class II, Step 0, effective October 10, 2025.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____



G. Adjusted Bus Routes/Assignments 2025-2026 School Year

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached bus routes and assignments for the 2025-26 school year.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

VI. BUSINESS OPERATIONS

A. Educational Service Center of Lorain County - Pathways to Success Service Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the agreement for the ESCLC to provide an additional Pathways to Success high school slot for the 2025-2026 school year.

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

B. Letter of Intent with Control Concepts Ohio

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the Letter of Intent with Control Concepts Ohio to develop an agreement for the design and installation of energy efficient building systems in the Sheffield-Sheffield Lake City Schools.

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 desire to speak have 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

*Knollwood Elementary School
Regular Meeting*



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- D. Endowment Fund
- E. S.A.L.T. – Student Achievement Leadership Team
- F. Finance

X. ADJOURNMENT

Time: _____

Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Sheila Lopez _____ Lisa Miller _____

The next regular meeting will be on November 13, 2025, at 5:30 PM at the Administrative Center.