

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Brookside High School
Media Center

Regular Meeting
May 14, 2026

I. **OPENING ITEMS**

- A. Call to Order – 5:32 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: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

- C. Pledge of Allegiance

II. **AGENDA**

- A. Motion to approve the agenda.

- 26-067 Mr. Petrucci moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approves the agenda.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

III. **INFORMATIONAL ITEMS/BOARD RECOGNITIONS**

Mr. Davies - Recognition Spelling Bee Winners for BIS

Mrs. Bering & Mrs. Mudore – Behavioral Health and Wellness

Mrs. Mudore – OAESA Hall of Fame - Knollwood

IV. **TREASURER'S BUSINESS**

- A. Reports

- B. Approval of Minutes

- 26-068 Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

Regular Meeting – April 9, 2026

Yes: Mr. Brusnahan, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Abstain: Mrs. Czech

Motion Carried: 4-0

- C. Approval of Financial Statements

- 26-069 Mr. Brusnahan moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Board of Education approve the enclosed financial statements.

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Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci
No: None
Motion Carried: 5-0

D. AMVETS POST 55 Donation

- 26-070** Mrs. Czech moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation(s) from **AMVETS POST 55**:

a. \$9,450.85 for BHS TV Production

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci
No: None
Motion Carried: 5-0

E. Julian & Grube GAAP Contract

26-071 Mrs. Brusnahan moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the attached **Julian & Grube GAAP** three-year contract renewal.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci
No: None
Motion Carried: 5-0

F. Bonefish Contract

- 26-071** Mrs. Czech moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education accept the attached **Bonefish** three-year contract renewal.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci
No: None
Motion Carried: 5-0

G. Approve PaySchools Credit Card Transaction/Convenience Fees

- 26-072** Mr. Brusnahan moved, seconded by Mrs. Czech, that the Sheffield-Sheffield Lake Board of Education accept the recommendation that the **PaySchools** credit card/ACH convenience fees be paid by the user effective August 1, 2026.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci
No: None
Motion Carried: 5-0

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V. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES

A. Resignations/Leave Requests/Retirements

26-074 Mrs. Czech moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education approves items A through G.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

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

- a. **Kelly Flaherty**, Brookside High/Middle School Cook, requesting Unpaid FMLA leave beginning April 29, 2026.
- b. **John Forster**, Brookside High School Intervention Specialist, resigning effectively at the conclusion of the 2025-2026 school year.
- c. **Breanne Grimm**, Brookside Intermediate School Teacher, resigning effectively at the conclusion of 2025-2026 school year.
- d. **Mackenzie Nekl**, Brookside Middle School Girls Basketball Coach, resigning effective May 11, 2026.
- e. **Gayla Pelcic**, Brookside Middle School Administrative Assistant, resigning effective August 1, 2026, for the purpose of retirement.
- f. **Amanda Vaseaney**, District School Psychologist, requesting part-time position (60%) for the 2026-2027 school year.

B. Certified Contract Renewal

1. It is recommended that the Sheffield-Sheffield Lake Board of Education award the following certified personnel a **CONTINUING CONTRACT** at the appropriate salary schedule rate as per the Master Agreement effective at the commencement of the 2025-2026 school year.

- a. Morgan Trainee

2. It is recommended that the Sheffield-Sheffield Lake Board of Education award the following certified personnel a **TWO (2) YEAR LIMITED CONTRACT** at the appropriate salary schedule rate as per the Master Agreement effective at the commencement of the 2025-2026 school year.

- a. Travis Baldwin
- b. Jennifer Bendo

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- c. Shannon Brennan
- d. Melissa Brown
- e. Jane Bokar
- f. Andrew Furio
- g. Mary Guliano
- h. Lauren Hollars
- i. Jennifer Martynowski
- j. Lisa Montgomery
- k. Mitch Rion
- l. Michelle Rector
- m. Alexandria Thomas
- n. Wendi Willmer
- o. Pamela Vasquez

3. It is recommended that the Sheffield-Sheffield Lake Board of Education award the following certified personnel a **ONE (1) YEAR LIMITED CONTRACT** at the appropriate salary schedule rate as per the Master Agreement effective the commencement of the 2025-2026 school year.

- a. Andrew Brennan
- b. Courtney Gabrie
- c. Kimberly Helms
- c. Susan Turner
- d. Lily Vandenberg
- e. Amanda Vaselaney – Part time

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. **Jadeyn Ramsey**, Knollwood Elementary School, 1st grade Teacher, BA, Step 0, effective August 17, 2026.

D. Certified – Long Term Substitute

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

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- a. **Teressa Grega**, Forestlawn Early Learning Center LTS Intervention Specialist, BA, Step 0, effective August 17, 2026.

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. **Laura VanDyke**, Maintenance/Custodial - Cleaner, Forestlawn Early Learning Center, Step 1, 4 hrs./day, 179 days/year plus contracted holidays (pro-rated), effective May 15, 2026.

F. Certified – ESY Summer Program

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. **Amy Kitzberger**, Intervention Specialist, daily rate of pay, not to exceed 40 hours (includes planning time), effective July 7-30th, 2026.

G. 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. **Chad Partridge**, Brookside High School Assistant Girls Basketball Coach, Class II, Step 4, effective May 15, 2026.
- b. **Michael Rowbotham**, Brookside High School Assistant Cross Country Coach, Class IV, Step 0, effective May 15, 2026.

VI. BUSINESS OPERATIONS

A. Lorain County Board of Developmental Disabilities -Preschool Agreement

26-075 Mr. Brusnahan moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education enter a contract with the **Lorain County Board of Developmental Disabilities** for preschool services for the 2026-27 school year as per the attached.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

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No: None

Motion Carried: 5-0

B. MetaSolutions Yearly Renewal Agreements

- 26-076** Mr. DeLuca moved, seconded by Mrs. Jensen that that the Sheffield-Sheffield Lake Board of Education approve the attached **MetaSolutions** renewal agreements for the 2026-2027 school year.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

C. College Now MOU Agreement

- 26-077** Mr. Brusnahan moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the attached **College Now MOU** agreement for the 2026-2027 school year.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

D. P.T. Services Rehabilitation, Inc.

- 26-078** Mrs. Czech moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education approve the contract with **P.T. Services Rehabilitation, Inc.** to provide physical therapy for designated individuals attending the Sheffield-Sheffield Lake City Schools for a period of two (2) years commencing August 1, 2026.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

E. LLA Therapy Agreement

- 26-079** Mr. Brusnahan moved, seconded by Mrs. Jensen 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 2026-2027 school year.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

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F. Positive Education Program (PEP) Agreement

- 26-080** Mrs. Czech moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education renew the **Positive Education Program (PEP)** Agreement for the 2026-2027 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.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

G. Amplify Education, Inc.

- 26-081** Mr. Czech moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education approve the purchase of CKLA materials from **Amplify Education, Inc.**

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

H. Frontline Education Agreement

- 26-082** Mrs. DeLuca moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the attached renewal agreement of **Frontline Education** for the 2026-2027 school year.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

I. Brookside Intermediate School Handbook with Adjustments/Changes

- 26-083** Mr. Brusnahan moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the attached **Brookside Intermediate School Handbook** with adjustments and/or changes for the 2026-2027 school year.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

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J. Amend Forestlawn Early Learning Center, Knollwood Elementary, and Brookside High School Handbook with Adjustments/Changes

- 26-084** Mr. Brusnahan moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the attached revised **Forestlawn Early Learning Center, Knollwood Elementary, and Brookside High School Handbook** with the attached adjustments and/or changes for the 2026-2027 school year.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

K. Student Athlete Handbook with Adjustments/Changes

- 26-085** Mr. Petrucci moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education approve the attached approve the attached Student Athlete Handbook with adjustments and/or changes for the 2026-2027 school year.

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

L. Board Policies

- 26-086** Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education **table** the attached Board Policy Manual:

a. Staff Use of Recording Devices **(Optional)** – 3.17

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

- 26-087** Mrs. Czech moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve and adopt the attached Board Policy Manual:

b. Code of Student Conduct **REVISED** - 6.19

c. Preventing Chronic Absenteeism **NEW** - 6.62

d. Remediation-Intervention Program for Reading Skills **REVISED** - 7.05

e. Credit Card Policy **REVISED** - 8.11

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. DeLuca, Mrs. Jensen, Mr. Petrucci

No: None

Motion Carried: 5-0

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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 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."

Rick Shawger - Pastor at Abide Church has been partnered with Knollwood for three years assisting with the students' needs. The church will be providing lunches for K-12 students 11AM – 1PM July 13th - 17th at James Day Park. There will be games provided and free hair cuts on the 13th and 14th.

VIII. STANDING COMMITTEE REPORT

A. Joint Vocational School – Mrs. Jensen:

- Last week was signing Day at JVS for students signing with future employers. It is great to see students recognized for their trade skills.

B. Athletic Counsel – Mr. Petrucci

- Saturday night there was the Hall of Fame Banquet with 75 people in attendance.
- **Baseball:**
 - Baseball is playing their final two regular season games tonight vs. North Olmsted and tomorrow vs. Black River. They will play their first round of Sectional game next Thursday at Bay.
 - Varsity is 10-8-1 and JV is 5-12 on the season.
- **Softball:**
 - Softball played their Sectional game last night at Triway and unfortunately lost 17-2. They will wrap up their regular season tomorrow at home against Black River.
 - They are currently 5-16 in the season.
- **BHS Track & Field:**
 - The BHS Track & Field teams are competing at the LC8 Championships at Firelands tonight.
 - Next up for them is Districts at Bay High School next Thursday and Saturday.
- **BMS Track & Field:**
 - The team had two individuals qualify for the Middle School State Track & Field meet.
 - 8th grader Julian Zink will compete in the Long Jump and 8th grader Allexa Davis will compete in the High Jump. They earned their spots in the State

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meet by having a jump in the top 50 in the state in qualifying meets throughout the season.

- The State meet is on May 16th at Hilliard Darby High School.

C. Legislative Liaison – Mrs. DeLuca:

- General Assembly is on recess.
- Many school districts levies failed last week, 78% failed.
- We need to pay attention to future funding levies and support our public schools.

D. Endowment Fund:

- The Endowment Committee has been busy over the last few weeks reading and discussing scholarship applications. We met Monday, April 20, 2026, to review the applications for the Harry and Gladys Gang Memorial Scholarships. Four applicants were chosen to receive awards of \$3,000.00 each.
- The committee met Monday, May 4th to discuss seventeen “book” scholarship applications. We approved fourteen scholarships for our graduating seniors. The Scholarships included the Kiwanis Scholarship (for any college bound student with an emphasis on service), the Francis-Dougherty Wilhelm Memorial Scholarship (for a female college-bound student going into a math or science field), the Alex and Eileen Hildebrand Memorial Scholarship (for a college bound student going into an education field), the Elmer Scott Memorial Scholarship (for any college bound student) and the Endowment General Scholarship (for any college bound student).
 - The scholarship recipients will be announced at the Senior Awards Ceremony Wednesday, May 13th at 6:00pm in the Nest.
- With permission from donators of several baskets that had dated gift certificates we raffled off the items that had been donated to our cancelled dinner during the track meet on Saturday, April 25th .
- At the end of the meeting the committee held the drawing for our cash raffle. The three lucky winners were Travis Baldwin, Katie Duffy, and Ginny Wesebaum.
- Throughout the 2025-26 school year we awarded 46 Grants to Teachers.
- Over the summer months sub-committees will be reviewing our scholarship application forms and brainstorming additional fundraising options.

E. S.A.L.T. - Student Achievement Leadership Team – Mr. Brusnahan

- **BIS:**
 - Mrs. Demers’ class visited the BHS Drone class.
 - April 15th was Military Connected Youth Day where students wore purple to support their classmates that have active-duty parents. A special lunch was organized for students with active-duty parents from Raising Cane’s Chicken on April 21st.
- **BHS:**
 - **BHS Action News Team** entered the Central Great Lakes Chapter in the Student Production awards.
 - The News team won an Emmy for Non-Fiction Short Form for their segment “Balancing Football and Marching Band.”
 - Prom is this Saturday, May 16th at Emerald Event Center in Avon.

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F. Finance – N/A

IX. EXECUTIVE SESSION

- 26-088 Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education adjourns to Executive Session for the reason(s) indicated below with **no action to follow**.

TIME: 6:56 PM

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. Jensen, Mr. Petrucci

No: None

Absent: Mrs. DeLuca

Motion Carried: 4-0

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 employment.

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

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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 **7:26PM**.

X. ADJOURNMENT

26-089 Mr. Brusnahan moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education adjourn.

Time: **7:26 PM**

Yes: Mr. Brusnahan, Mrs. Czech, Mrs. Jensen, Mr. Petrucci

No: None

Absent: Mrs. DeLuca

Motion Carried: 4-0

The next regular meeting will be on **June 11, 2026**, at 5:30 PM at Brookside High School


Mr. Adam Hines, Treasurer


Mrs. Amy DeLuca, President