

Sheffield-Sheffield Lake City Schools Regular Board of Education Meeting

1824 Harris Road
Sheffield, OH 44054

July 23, 2026

4:00 P.M. Regular Meeting w/Addendum

Administration Center

Mr. Kreig Brusnahan
Mrs. Pat Czech, Vice President
Mrs. Amy DeLuca, President
Mrs. Sandra Jensen
Mr. Jack Petrucci
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

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

- C. Pledge of Allegiance

II. AGENDA

- a. Motion to approve the agenda.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

III. INFORMATIONAL ITEMS

Capital Conference

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 11, 2026

Emergency Meeting – June 15, 2026

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

C. Approval of Financial Statements

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

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____



D. AMVETS Post 55 Donation

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

a. \$7,384.00 BHS E-Sports

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

E. 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 2026-2027 school year as presented.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

F. Activities Purpose/Budget Statements

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Activities Purpose/Budget Statements for the 2026-2027 school year.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

G. 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.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

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. **Darlene Clapp**, Brookside Middle School, Educational School Support Paraprofessional, resigning effective June 29, 2026, to accept another position in the district.
- b. **Lori Clay**, Forestlawn Early Learning Center, School Support Paraprofessional – Breakfast Monitor, resigning effective June 30, 2026.



- c. **Alicia Miller**, Brookside Middle School, Teacher, resigning effective July 1, 2026, for the purpose of retirement.
- d. **Lisa Rutger**, Brookside High School Academic Challenge Advisor and Scholastic Challenge Advisor, resigning effective at the end of the 2025-2026 school year.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

B. 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. **Lindsey Opper**, District School Psychologist (PT .4 FTE), MA+24, Step 8, effective August 14, 2026.
- b. **Emilee Sheldon**, Knollwood Elementary School, 2nd Grade Teacher, BA, Step 0, effective August 14, 2026.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

C. 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.

- a. **Jessica Jones**, Knollwood Elementary School Long Term Substitute Intervention Specialist, BA, Step 0, effective August 14, 2026.
- b. **Rachael Seekins**, Brookside Intermediate School Long Term Substitute 4th grade Teacher, BA, Step 0, effective August 14, 2026.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

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 and contingent upon successful completion of all certification and payroll requirements.

- a. **Sarah Besida**, Title I Tutor, 6 ½ hrs./day, 175 days/yr., effective August 17, 2026, for the 2026-2027 school year.



- b. **Skye Casey**, Title I Tutor, 6 ½ hrs./day, 175 days/yr., effective August 17, 2026, for the 2026-2027 school year.
- c. **Sarah DeFranco**, Title I Tutor, 6 ½ hrs./day, 175 days/yr., effective August 17, 2026, for the 2026-2027 school year.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

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. **Darlene Clapp**, Brookside High School, School Secretary, Step 1, 8hrs./day, 215 days/year (including 10 holidays), effective August 3, 2026.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

F. Classified – ESY Summer Program

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. **Chara Brown**, Educational Support Paraprofessional, 2026-2027 hourly rate of pay, not to exceed 40 hours, effective July 7-30th, 2026.
- b. **Melissa Eakins**, Educational Support Paraprofessional, 2026-2027 hourly rate of pay, not to exceed 40 hours, effective July 7-30th, 2026.
- c. **Savannah Forcier**, Educational Support Paraprofessional, 2026-2027 hourly rate of pay, not to exceed 40 hours, effective July 7-30th, 2026.
- d. **Desiree Llado**, Educational Support Paraprofessional, 2026-2027 hourly rate of pay, not to exceed 40 hours, effective July 7-30th, 2026.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____



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. **Andrew Brennan**, Brookside High School Scholastic Challenge Advisor, Class VI, Step 0, effective for July 24, 2026.
- b. **Shannon Brennan**, Brookside High School Academic Challenge Advisor, Class VI, Step 0, effective for July 24, 2026.
- c. **Mark Grife**, Brookside Middle School Girls Basketball Coach, Class III, Step 4, effective August 1, 2026.
- d. **Kaylynn Hannan**, Brookside High School Volleyball Assistant Coach (0.5), Class III, Step 0, effective August 1, 2026.
- e. **Eric Saddler**, Brookside High School Assistant Boys Soccer Coach, Class IV, Step 0, effective August 1, 2026.
- f. **McKenna Saterlee**, Brookside High School Volleyball Assistant Coach (0.5), Class III, Step 0, effective August 1, 2026.
- g. **Rachael Seekins**, Brookside Middle School Girls Volleyball Coach, Class III, Step 1, effective August 1, 2026.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

H. Safety Town Payment

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached for payment to Safety Town 2026 staff.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

VI. BUSINESS OPERATIONS

A. Approval of Inventory Disposal

It is recommended that the Sheffield-Sheffield Lake approve the attached disposal of obsolete or no longer needed materials identified on the attached Inventory Disposal Sheet in accordance with Board Policy and applicable Ohio law.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____



B. Lorain County Educational Service Center Primary Service Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Lorain County Educational Service Center (ESC) Primary Service Agreement for the 2026-2027 school year

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

C. NEOEA Teacher Professional Organization Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached NEOEA Teacher Professional Organization Agreement.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

D. Phoenix Learning Center Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Phoenix Learning Center LLC contract for provision of special education and related services for 2026-2027 school year.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

E. Lorain County Interagency Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Lorain County Interagency Agreement between the following: Lorain County Head Start/Early Head Start, Lorain County Board of Developmental Disabilities and Local Agencies including the Sheffield-Sheffield Lake School District effective July 1, 2026, to June 30, 2027, as per the attached.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

F. Wood County Educational Service Center Education Program

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Wood County Educational Service Center Education Program for the 2026-2027 school year.



Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

G. Ohio Substitute Teacher Service

It recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Ohio Substitute Teacher Services Daily and Billable Rates for the 2026-2027 school year.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

H. Meal Prices for 2026-2027

It is recommended that the Sheffield-Sheffield Lake Board of Education approves the increase in breakfast and lunch prices in the amount of 25 cents for the 2026-2027 school year.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

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

IX. EXECUTIVE SESSION

It is recommended that the Sheffield-Sheffield Lake Board of Education adjourn to Executive Session for the reason(s) indicated below with no action to follow:

*Administration Center
Regular Meeting*



*July 23, 2026
Regular Meeting
w/Addendum*

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

TIME: _____

To consider one or more, as applicable, of the check marked items with respect to a public employee or official:

- 1) _____ Appointment;
- 2) X 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. X 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.

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 _____ p.m.

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

X. ADJOURNMENT

Time: _____

Kreig Brusnahan _____ Pat Czech _____ Amy DeLuca _____ Sandra Jensen _____ Jack Petrucci _____

*Administration Center
Regular Meeting*



*July 23, 2026
Regular Meeting
w/Addendum*

The next regular meeting will be on August 13, 2026, at 5:30 PM at the Administration Center.