

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools

Regular Meeting

w/Addendum

Brookside High School

June 11, 2026

Media Center

I. OPENING ITEMS

A. Call to Order – 5:33 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, Mr. Petrucci

Absent: Mr. Brusnahan

C. Pledge of Allegiance

II. AGENDA

A. Motion to approve the agenda.

26-090 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, Mr. Petrucci

No: None

Motion Carried: 4-0

III. INFORMATIONAL ITEMS/BOARD RECOGNITIONS

BHS Action News Team Recognition – Mr. Ferguson

IV. EXECUTIVE SESSION

26-091 It is recommended that the Sheffield-Sheffield Lake Board of Education adjourn to Executive Session for the reason(s) indicated below with action to follow:

TIME: 5:41 PM

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;

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools

Regular Meeting

w/Addendum

Brookside High School

June 11, 2026

Media Center

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 6:24 PM.

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

No: None

Motion Carried: 4-0

V. TREASURER'S BUSINESS

A. Reports

B. Approval of Minutes

26-092 Mrs. Czech moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

Regular Meeting – May 14, 2026

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

No: None

Motion Carried: 4-0

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools

Regular Meeting

w/Addendum

Brookside High School

June 11, 2026

Media Center

C. Approval of Financial Statements

- 26-093** Mrs. Czech moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Board of Education approve the enclosed financial statements.

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

No: None

Motion Carried: 4-0

D. Approval of Purchase Orders

- 26-094** Mrs. Czech moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education approves items **D through M**.

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

No: None

Motion Carried: 4-0

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached purchase orders above \$3,000 with issues the attached purchase orders above \$3,000 with issues.

E. VFW Post 8686 Donation

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation(s) from VFW Post 8686 for \$3,000 to BMS for 8th Grade PBIS program

F. Fund 022-9000

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the establishment of Fund 022-9000 for the purpose of Unclaimed Funds.

G. Year End Procedures

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the Treasurer/CFO to make any other necessary adjustments including, but not limited to, appropriation increases, decreases, or transfers needed to close Fiscal Year 2026

H. FY27 Temporary Appropriations

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached FY27 Temporary Appropriations.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools

Regular Meeting

w/Addendum

Brookside High School

June 11, 2026

Media Center

I. Ohio Schools Plan 2026-27 District Liability

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the Love Insurance Agency and Ohio School Plan for the district's property, fleet, and liability insurance from July 1, 2026, to June 30, 2027.

J. Cyber Coverage

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the contract for cyber coverage with Tokio Marine HCC through the Love Insurance Agency from July 1, 2026, to June 30, 2027.

K. Crime Coverage

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the contract for crime coverage with Travelers through the Love Insurance Agency from July 1, 2026, to June 30, 2027.

L. Junior Class Donation to Sophomore Class

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the donation from the 2025-26 Junior Class in the amount of \$12, 984 to the 2025-26 Sophomore Class from fund 200- 9227 to 200-9228.

M. Equalis Group Membership

It is recommended that the Sheffield-Sheffield Lake Board of Education join the Equalis Group.

VI. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES

A. Resignations/Leave Requests/Retirements

26-095 Mrs. Czech moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approves items **A through D**.

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

No: None

Motion Carried: 4-0

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

- a. **Brenna Demers**, Brookside Intermediate School Intervention Specialist, requesting maternity leave effective August 19th-October 5th, 2026.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools

Regular Meeting

w/Addendum

Brookside High School

June 11, 2026

Media Center

- b. **Justin Lopez**, Transportation Manager, resigning effective June 30, 2026, at the end of business day.
- c. **Lisa Rutger**, Brookside High School Library Media Specialist, resigning effectively at the end of the 2025-2026 school year, for the purpose of retirement.
- d. **Sarah Timmis**, Brookside Middle School Volleyball Coach, resigning effective June 5, 2026.
- e. **Alexandria Thomas**, Brookside High School Assistant Boys Soccer Coach, resigning effective May 23, 2026.
- f. **Pamela Vasquez**, Brookside High School French Teacher, resigning effective at the end of the 2025-2026 school year, for the purpose of retirement.
- g. **Jayden Whitacre**, Brookside High School Assistant Volleyball Coach, resigning effective May 19, 2026.

B. Tutors

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

- a. **David Baughman**, Homebound Tutor, effective for the 2026-2027 school year.
- b. **Karen Coffey**, Homebound Tutor, effective for the 2026-2027 school year.
- c. **Janine DeFevere-Waters**, Homebound Tutor, effective for the 2026-2027 school year.
- d. **Tandi Fritz**, Homebound Tutor, effective for the 2026-2027 school year.
- e. **Jason Kinser**, Homebound Tutor, effective for the 2026-2027 school year.
- f. **Amy Kitzberger**, Homebound Tutor, effective for the 2026-2027 school year.
- g. **Lisa Montgomery**, Homebound Tutor, effective for the 2026-2027 school year.
- h. **Morgan Traine**, Homebound Tutor, effective for the 2026-2027 school year.

D. 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 Furio**, Brookside Middle School Vocal Music Advisor, Class VI, Step 0, effective for the 2026-2027 school year.
- b. **Tamas Nagy**, Brookside High School Boys Head Soccer Coach, Class II, Step 0, effective June 12, 2026.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools

Regular Meeting

w/Addendum

Brookside High School

June 11, 2026

Media Center

VI. BUSINESS OPERATIONS

A. Education Alternatives Service Agreement

- 26-096** Mr. Petrucci moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approves items **A through K**.

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

No: None

Motion Carried: 4-0

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Education Alternatives Service Agreement for the 2026-2027 school year which serves students with varying educational, emotional, and physical needs.

B. Education Alternatives Transportation Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Education Alternatives Transportation Agreement for the 2026-2027 school year.

C. NewStory Schools - Summer Service Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached NewStory Schools Summer Service Agreement effective June 8-26th, 2026.

D. Educational Service Center of Lorain County (ESC) - Project Search

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached agreement to participate in the Educational Service Center of Lorain County sponsored Project Search for the 2026-2027 school year.

E. SSLTA Tentative Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education accept and approve the tentatively agreed upon changes to the certified master agreement beginning July 1, 2026-June 30, 2027, for a one-year duration.

F. Xerox/Equalis Copier Contract

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached Xerox/Equalis Copier Contract.

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools

Regular Meeting

w/Addendum

Brookside High School

June 11, 2026

Media Center

G. Food Service Summer Work

It is recommended that the Sheffield-Sheffield Lake Board of Education approve payment of up to 8 hours of summer work to Head Cooks, Stacy Knight, and Jessica Jackson, between June 8th and August 17th, 2026, for the purposes of Sheffield-Sheffield Lake City Schools summer menu planning and ordering.

H. Amend Brookside Middle School Handbook with Adjustments/Changes

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached revised Brookside Middle School Handbook with adjustments and/or changes for the 2026-2027 school year.

I. Workers Compensation TPA - MinuteMen

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the attached agreements with MinuteMen as the district TPA from September 1, 2026, through December 31, 2027.

Comment: Will they look for other discounts? Handicap reimbursements that are already in claims

J. Northern Buckeye Education Council Service Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the Northern Buckeye Education Council Service Agreement which provides managed internal broadband services as per the attached.

K. DataServ Integrations, LLC Service Agreement

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the DataServ Integrations LLC Service Agreement as per the attached.

VIII. 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."

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools

Regular Meeting

w/Addendum

Brookside High School

June 11, 2026

Media Center

IX. STANDING COMMITTEE REPORT

- A. Joint Vocational School – N/A
- B. Athletic Counsel – Mr. Petrucci
 - The Brookside Track & Field team had one representative at last week's State Track & Field Championships in Columbus. Avery Davis finished 6th in the 100 meters hurdles and 4th in the 300-meter hurdles to wrap up her career!
 - June is always a busy month as we transition to looking ahead to next year's teams. This week and next week, we have a bunch of youth camps going on sponsored by our high school teams. The majority of our teams also have a variety of practices, strength training sessions, open gyms, team camps, and other events going on all month!
- C. Legislative Liaison – Mrs. DeLuca:
 - HB462 signed 8/6/2026 – to authorize the procurement and emergency use of additional types of epinephrine delivery systems by schools, school districts, and camps.
 - HB455: Sponsored by Manning – signed education with alternate remote proctoring of state tests.
 - HB523: Future Educators Support Act
 - HB797: Social Worker Internship 3-year pilot program with paid internship with school
 - HB96: Chronic Absenteeism
 - SB443: Take the dough, We Gotta Know Act. Equitable rules for private schools, same as public schools.
- D. Endowment Fund
- E. S.A.L.T. - Student Achievement Leadership Team – N/A
- F. Finance – Discussed copier bidding process and final numbers with quotes along with future savings to the district. Discussed Food Service Fund regarding historical numbers and future projections based on current trends.

X. ADJOURNMENT

26-097 Mrs. Jensen moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education adjourn.

Time: **7:09 PM**

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

No: None

Motion Carried: 4-0

The next regular meeting will be on July 23, 2026, at 5:30 PM at Administration Center.



Mr. Adam Hines, Treasurer



Mrs. Amy DeLuca, President