

RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools
Administration Center

Regular Meeting
August 27, 2026

I. OPENING ITEMS

- A. Call to Order – 5:36 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.

26-133 Mrs. Jensen moved, seconded by Mrs. Czech 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

- A. Presentation of Books – Mrs. Hatch and Mrs. Jensen 5:37 – 5:50PM

IV. TREASURER'S BUSINESS

- A. Reports
- B. Approval of Minutes

26-134 Mr. Brusnahan moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approves the minutes from the following agenda(s).

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

- C. Five-Year Forecast

26-135 Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Board of Education approves the attached Five-Year Forecast.

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

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No: None
Motion Carried: 5-0

D. Approval of Permanent Appropriations for FY27

- 26-136** Mr. Brusnahan moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approves the attached permanent appropriates for Fiscal Year 2027.

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

E. AMVETS POST 55/VFW POST 8686 Donation

- 26-137** Mrs. Czech moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation(s) from AMVETS POST 55 & VFW POST 8686:

- a. \$2,331.00 Knollwood Walking Trail
- b. \$2,500.00 District Video Club

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

F. Jon Grega Donation – Troop 494 Eagle Project

- 26-138** Mrs. Jensen moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education approve the attached Activities Purpose/Budget Statements for the 2026-2027 school year.

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

G. OHSAA Donation

- 26-139** Mr. Brusnahan moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation from Ohio High School Athletic Association:

- a. \$1,250.00 for the School's Athletic Department

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

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H. Activities Purpose/Budget Statements

- 26-140** Mrs. Czech moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education approve the attached Activities Purpose/Budget Statements for the 2026-2027 school year.

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

No: None

Motion Carried: 5-0

V. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES

- 26-141** Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Board of Education motion to combine items A through F.

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

No: None

Motion Carried: 5-0

A. Resignations/Leave Requests/Retirements

- 26-142** Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education approves items **A through F**.

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. **Megan Cwalinski**, Forestlawn Early Learning Center, Preschool Educational School Support Paraprofessional, resigning effective August 18, 2026, to accept another position in the district..

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 1, 2026.

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	<u>FROM</u>	<u>TO</u>
a. Andrew Furio	BA	BA+24
b. Alexandria Thomas	BA+12	MA

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. **Megan Cwalinski**, Forestlawn Early Learning Center, Kindergarten Educational School Support Paraprofessional, Step 4, 7 hrs./day, 181 days/year plus contracted holidays (pro-rated), effective August 17, 2026.
- b. **Helen Lawson**, Forestlawn Early Learning Center, Breakfast Monitor, Step 1, .5 hrs./day, 175 days/year plus contract holidays (pro-rated) effective August 24, 2026.
- c. **Helen Lawson**, Brookside Intermediate School, Noon Monitor, Step 1, 2.5 hrs./day, 181 days/year plus contract holidays (pro-rated) effective August 28, 2026.

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. **Serena Hamilton**, Substitute Monitor, Custodial/Cleaner, as needed, effective August 31, 2026.

E. Classified Salary Adjustments

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the salary increase for advanced training for the following classified personnel as per the Negotiated Agreement retroactive to the first workday of the 2024-25 school year.

a. Barbara Hobart	Base Salary+8%
b. Brittani Houpt	Base Salary+8%
c. Maria Sanchez	Base Salary+2%
d. Denise Signor	Base Salary +10%
e. Jennifer Smith	Base Salary +10%
f. Jeremy Smith	Base Salary +8%
g. Maria Snider	Base Salary +6%

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h. Diane Stottlemire Base Salary +8%

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. **Jelene Williams**, Brookside High School Girls Basketball Assistant Coach, Class II, Step 0, effective August 28, 2026.

VI. BUSINESS OPERATIONS

A. Teach Computer Science Grant

- 26-142** Mrs. Jensen moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the Teach Computer Science (CS) Grant received from North Point ESC, in the amount of \$1,500, to be used to provide Kevin Landis with a stipend for implementing information gained at the conference during three non-contracted days in June.

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

No: None

Motion Carried: 5-0

B. Ohio Coalition for Equity & Adequacy of School Funding

- 26-143** Mr. Brusnahan moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education adopt the following board policy, in accordance with the law, which was tabled on August 13, 2026, Board Meeting:

- i. Youth Organization Access to Students During School Hours - **NEW 9.47**

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."

Two Speakers – 7:02PM

- Mrs. Dana Freig - Looking for solutions to transportation and communication. HB 410 manages students' minutes of instruction. Is it possible to drop students at BMH/BHS and then walk over to BIS at 8:15. She would like to see better communication from the district and have the transportation department return phone calls.
- Mr. Bill Driver - Reiterated his concerns for unpredictable pickup and dropoff times. I would like the district administration to explain what has gone wrong, what the corrective plan of action and have that shared to the public moving forward.

VIII. STANDING COMMITTEE REPORT

- A. Joint Vocational School – Mrs. Jensen
 - Recent meeting presented the financial forecast.
- B. Athletic Counsel –Mr. Petrucci -
 - Both BMS volleyball teams are undefeated so far at 4-0, and they have won each of their matches with perfect 2 sets to 0 scores.
 - The Varsity Football team put up some serious offense last Friday at University School led by Senior Quarterback Mason Waechter's 372 passing yards and 5 total touchdowns.
 - The BHS & BMS Cross Country teams competed in their first meet of the season at the Keystone Icebreaker this past Monday.
 - The BHS Volleyball team is 1-2 on the season so far. The BHS Boys and Girls Soccer teams have also had slow start to the season. The Boys are 1-3, and the Girls are 1-2.
 - The BMS Football team is 0-1 after dropping their opening game to Bedford last week.
- C. Legislative Liaison – Mrs. DeLuca:
 - Office of Civil Rights interpretation of Title 6 is if there's intentional discrimination, not simply on statistical data.
 - Home School students can participate in workforce development courses.

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D. Endowment Fund – Mrs. Czech

- The Endowment Committee met Monday, August 17th. The officers for the 2026-27 school year are:

President	Sandy Swearns
Vice-President	Stacy Mahnke
Secretary	Emily Kinser
Treasurer	Andrew Smith
- The Committee meetings will be held the 2nd Monday of each month.
- Several committee members attended the Cardinal Kickoff on Saturday, August 15th to distribute information about Endowment funded projects as well as how to donate to this great cause. We sold several Cardinal Blankets as our first fundraiser of the school year.

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

- Forestlawn - Popsicles on the Playground on August 18th 3 - 4 pm.
- BIS - Implementing the Buddy system with older/younger peers in the building.
- BHS had a successful opening with 35 seniors painting their parking spots.

F. Finance – N/A Next meeting is September 2nd.

26-144 Mr. Brusnahan moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education motioned to amend the agenda to add Executive Session.

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

No: None

Motion Carried: 5-0

26-145 Mr. Brusnahan moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education moved to Executive Session.

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

No: None

Motion Carried: 5-0

IX. EXECUTIVE SESSION

26-146 Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education adjourn to Executive Session for the reason(s) indicated below with **no action to follow**:

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TIME: 7:35PM

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

No: None

Motion Carried: 5-0

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

A. X Investigation of charges/complaints against a public employee, official, licensee, or regulated individual (unless public hearing requested):

1. _____ Appointment;
2. _____ Employment;
3. _____ Dismissal;
4. X Discipline;
5. _____ Promotion;
6. _____ Demotion;
7. _____ Compensation;

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.

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 8:31 PM

X. ADJOURNMENT

26-147 Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education adjourn.

Time: 8:31 PM

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

No: None

Motion Carried: 5-0

The next regular meeting will be on September 10, 2026, at 5:30 at Administration Center.



Mr. Adam Hines, Treasurer


Mrs. Amy DeLuca, President