RECORD OF PROCEEDINGS

Sheffield-Sheffield Lake City Schools

Regular Meeting
w/Addendum

Knollwood Elementary

October 8, 2026

I. **OPENING ITEMS**

A. Call to Order – **5:31 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.

26-162 Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education approves the agenda with corrections.

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

III. **INFORMATIONAL ITEMS/BOARD RECOGNITIONS**

A. Goodwill

B. Mrs. Mudore – John's Safe Space

C. Discussion of student fees and Class funds.

IV. **TREASURER'S BUSINESS**

A. Reports

B. Approval of Minutes

26-163 Mrs. Czech moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education approve Minutes from the following agenda(s):

Regular Meeting – September 10, 2026
Work Session – October 6, 2026

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

C. Wellness Stipend

26-164 Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Board of Education approve the wellness champion stipend ($500) each for the 2026-2027 school year, to be paid by fund 024-0000.

a. **Chara Brown** – Co-champion
b. **Ginny Wesebaum** – Co-champion

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

D. VFW POST 8686 Donation

26-165 Mr. Brusnahan moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation(s) from **VFW POST 8686**:

a. $1,000.00 BHS Life Skills (Multi-Handicapped Students)
b. $2,100.00 Mrs. Rector – Laptops
c. $2,300.00 – District Video Club
d. $1,000.00 – Brookside Middle/High School - Grill

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

E. AMVETS POST 55 Donation

26-166 Mrs. Czech moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation(s) from **AMVETS POST 55**:

a. $1,716.00 Brookside Wrestling
b. $1,700.00 Brookside Cheerleading

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

F. Bob-O-Link Donation

26-167 Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation from **Bob-O-Link:**

a. $250.00 District Video Club

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

G. Luxury Heating Donation

26-168 Mrs. Czech moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation from **Luxury Heating**:

a. $750.00 District Video Club

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

H. Approval of Financial Statements

26-169 Mr. Brusnahan moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the enclosed financial statements.

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

I. Activities Purpose/Budget Statements

26-170 Mrs. Czech moved, seconded by Mr. Petrucci that he 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

VI. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES

26-171 Mr. Brusnahan moved, seconded by Mrs. Czech 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

26-172 Mr. Brusnahan moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approves items **A through E.**

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

A. Resignations/Leave Requests/Retirements

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

a. **Caitlyn Kiss**, Knollwood Elementary School, School Support Paraprofessional – Monitor, resigning effective October 12, 2026.

B. Administrative – Other

It is recommended that the Sheffield-Sheffield Lake Board of Education award and employ Gretchen Loper, as an Administrative Substitute, as needed for the 2026-2027 school year.

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**, Brookside Intermediate School, School Support Paraprofessional – Breakfast Monitor, Step 5, 0.5 hrs./day, 175 days/year plus contracted holidays (pro-rated), effective October 12, 2026.
b. **Kristin Kingston**, Brookside Intermediate School, School Support Paraprofessional – Noon Monitor, Step 1, 2.5 hrs./day, 181 days/year plus contracted holidays (pro-rated), effective October 12, 2026.

D. Classified Correction

It is recommended that the Sheffield-Sheffield Lake Board of Education approve the following ***CORRECTIONS*** for classified personnel at the appropriate salary schedule rate as per the Negotiated Agreement and contingent upon the successful completion of all payroll requirements.

a. **Hayley Hamby**, School Support Paraprofessional – Transportation Monitor, **FROM** Step 1 **TO** Step 8, 4 hrs./day, 180 days/year plus contracted holidays (pro-rated), RETROACTIVE to September 14, 2026.
b. **Megan Cwalinski**, Forestlawn Early Learning Center, Kindergarten Educational School Support Paraprofessional, Step 4, 7 hrs./day, 180 days/year plus contracted holidays (pro-rated), effective August 17, 2026. (Correction from 8/27/26 Section V.C.a)

E. 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. **Kaitlyn Tribe,** Classified Substitute – Custodial/Cleaning and Server, as needed, effective October 12, 2026.

VI. BUSINESS OPERATIONS

A. Control Concepts of Ohio, LLC, and GPS Engineering

26-173 Mrs. Czech moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the proposal with **Control Concepts of Ohio, LLC, and GPS Engineering** - 7-12 building Phase 1: Integration.

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

B. Control Concepts of Ohio, LLC, and GPS Engineering

26-174 Mr. Brusnahan moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the proposal with **Control Concepts of Ohio, LLC, and GPS Engineering** – 7-12 building Phase 2: Central Plant Boiler/Chiller Plant Controls Replacement.

C. Educational Service Center of Northeast Ohio

26-175 Mr. Brusnahan moved, seconded by Mrs. Jensen that the Sheffield-Sheffield Lake Board of Education approve the contract with **Educational Service Center of Northeast Ohio** for educational purposes for the 2026-2027 school year.

D. BMS Academic Club End of Year Field Trip

26-176 Mrs. Czech moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education a pprove the BMS Academic Club end of the year field trip to Nashville, Tennessee, **May 24-27, 2027**, as per the attached.

E. Bus Routes/Assignments 2026-27 School Year

26-177 Mr. Brusnahan moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the attached bus routes and assignments for the 2026-2027 school year.

F. Lorain City Schools' Frank Jacinto Center for Autism and Exceptional Learning Education Contract

26-178 Mrs. Czech moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education approve the contract with Lorain City Schools' Frank Jacinto Center for Autism for educational purposes for the 2026-2027 school year.

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 has 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."

Mrs. Amy Baughman - Recommended having an armed services wall at BHS for all of the currently serving graduates.

VIII. STANDING COMMITTEE REPORT

A. **Joint Vocational School** – N/A
B. **Athletic Counsel** – Mr. Petrucci

- Cross Country: The BHS & BMS Cross Country teams will participate in the New London Invitational on Saturday before competing at the LC8 Championships at Black River the following weekend.
- Football: The BHS Football team picked up their first win of the season on Homecoming last Friday over Clearview! They'll look to make it two in a row tomorrow night at home against Black River. The BMS Football team plays their final game of the season today against Wellington at home.
- Soccer: Both the Boys and Girls Soccer teams will take on Wellington at home on Saturday. The Girls game starts at 11:00, and the Boys will follow at 1:00. Prior to the Boys game, we will honor the Seniors for Senior Day. The Girls will have Senior Day next Wednesday night prior to their game against Oberlin.
- Volleyball:The BHS Volleyball team is at Black River tonight, and will finish their regular season with three matches next week. Their final home game will be next Thursday against Keystone. We will honor our two Volleyball Seniors prior to that night's match. The BMS 7th and 8th Grade Volleyball teams wrapped up their regular season last night with a sweep at Black River. Both groups finished 11-3. They will next compete at the LC8 Tournament on Saturday. 7th grade plays at Wellington, and the 8th grade plays here at Brookside.
- Fall Sports Senior Night: Fall Sports Senior Night will take place on Friday, October 23rd prior to the final home Varsity Football game against Wellington.

C. **Legislative Liaison** – Mrs. DeLuca:

- State School Boards Association have launched a 40 by 40 Campaign. The original plan in 1975 was that 40% of IDEA cost would come from the Federal Government Currently at 10%.

D. **Endowment Fund** – Mrs. Czech

- We approved 12 Teacher grants for a total of $6,726.67 at our September 14 h meeting. We also granted $500.00 to each grade level to be used for (Positive Behavior Interventions and Supports) or PBIS.
- Committee members sold 75 Cardinal blankets during the Cardinal Kickoff event and two home football games as our first fundraiser of the year. We are waiting on a second order as people still wanted to purchase the large, warm, snuggly fleece throws.
- We will be mailing out tickets in mid-October for our second fundraiser, "Pick Three" that will utilize the numbers drawn in the December evening Ohio Lottery.

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

- Forestlawn: Students in Kindergarten wrapped up their Apple unit by making apple sauce while the Pre-K students are learning about community workers.
- Knollwood - Ducktastic attendance program-School-wide program to promote attendance with a surprise winner each month.
- BIS - Dolly Parton Day on 9-25 "9 to 5" students had buddy reading partners with their favorite books.
- BMS - Cardinal Cares Club had their initial meeting last week to recognize students and staff who do good things.
- BHS - Held its first talent show 9/28 with 18 acts from 1st to 12th grade including staff. Thanks to Mr. Grega and Tech department.

F. **Finance** – N/A

IX. EXECUTIVE SESSION

26-179 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 action to follow:

TIME: 7:59 PM

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. __X__ Employment;
3. _____ Dismissal;
4. _____ 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 8:49 PM.

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

X. ADJOURNMENT

26-180 Mr. Brusnahan moved, seconded by Mr. Petrucci that the Sheffield-Sheffield Lake Board of Education adjourn.

Time: **8:49 PM**

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

The next regular meeting will be on November 12, 2026, at 5:30 PM at Administration Center.

ADDENDUM ITEMS

IV. TREASURER'S BUSINESS

J. Approval of Purchase Orders

26-181 Mr. Brusnahan moved, seconded by Mrs. Czech that the Sheffield-Sheffield Lake Board of Education approve the attached purchase orders above $3,000.00 with issues.

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

K. The Lions Club Donation

26-182 Mrs. Czech moved, seconded by Mrs. DeLuca that the Sheffield-Sheffield Lake Board of Education accept and acknowledge the following donation from **The Lions Club**:

a. $500.00 District Video Club

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

V. SUPERINTENDENT'S BUSINESS/HUMAN RESOURCES

A. Resignations/Leave Requests/Retirements

26-183 Mrs. Czech moved, seconded by Mr. Brusnahan that the Sheffield-Sheffield Lake Board of Education honor the following employee(s) request:

b. **Amanda Vaselaney,** School Psychologist, requesting unpaid FMLA leave, beginning October 21, 2026, until approximately November 1, 2026.

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

C. Classified

26-184 Mrs. Czech moved, seconded by Mr. Brusnahan 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.

c. **Bettina Figueroa,** Brookside High/Middle School, School Support Paraprofessional – Lunch Monitor, Step 3, 3 hrs./day, 181 days/year plus contracted holidays (pro-rated), effective October 12, 2026.

Amy L. DeLuca
Mrs. Amy DeLuca, President

Mr. Adam Hines, Treasurer