

**OFFICIAL PROCEEDINGS
CHAGRIN FALLS EXEMPTED VILLAGE SCHOOLS
BOARD OF EDUCATION
AUGUST 15, 2018**

The **REGULAR MEETING** of the Board of Education of the Chagrin Falls Exempted Village School District was held on Wednesday, August 15, 2018, at 6:00 p.m. in the Lewis Sands Community Room. Sharon Broz, President, called the meeting to order.

MEMBERS PRESENT: Mrs. Sharon Broz, President
Mrs. Kathryn Garvey, Vice President
Mrs. Mary Kay O'Toole, Member
Mr. Phil Rankin, Member
Mr. Greg Kanzinger, Member

ALSO PRESENT: Mr. Robert W. Hunt, Superintendent
Mrs. Anne Spano, Treasurer/CFO

VISITORS: Lisa Shannon, Kathy Ohlrich, Carolyn Petite, Allison Siegel,
Chris Woofter, Becky Quinn

Pledge of Allegiance

Moved by Mary Kay O'Toole, seconded by Phil Rankin to approve the minutes of the **Special Meeting** of July 12, 2018, and the minutes of the **Special Meeting** of July 24, 2018.

ROLL CALL: Yeas – O'Toole, Rankin, Garvey, Kanzinger, Broz
Nays – None
Motion carried.

Board Recommendation

Moved by Kathryn Garvey, seconded by Phil Rankin to approve the following recommendation.

Approve a 2.0% increase in the annual rate of compensation for **Robert W. Hunt**, Superintendent, effective August 1, 2018, for the 2018-2019 school year.

ROLL CALL: Yeas – Garvey, Rankin, Kanzinger, O'Toole, Broz
Nays – None
Motion carried.

Superintendent's Reports

- a. Seal of Biliteracy Opportunity – Monica Asher, Principal & Christie Briggs, Teacher, provided information on this offering.

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b. Safety and Security

1. Tda - ThenDesign Architecture – Presented Safety & Security modifications for Gurney Elementary & High School entrances. Board Consensus to move forward with design.
2. Lobby Guard – Building security enhancement
3. Communication – Mr. Hunt will be sending information on new system to parents prior to start of school.
4. School Resource Officer – Mike Baldwin provided an overview of his role & experience to the Board.

Treasurer's Reports

- a. July 2018 Fund Report
- b. July 2018 Bank Reconciliation
- c. July 2018 Check Payment Register
- d. July 2018 SM2
- e. Property Tax Decrease Complaint Filings

Consent Agenda Items

Moved by Mary Kay O'Toole, seconded by Kathryn Garvey to approve the following consent items.

- a. Accept the resignation of **Maggie Kwasny**, 3.5 Hour Educational Aide, effective at the end of the 2017-2018 school year.
- b. Accept the resignation of **Jennifer Jones**, 3.25 Hour Preschool Aide, effective August 24, 2018.
- c. Approve a Family & Medical Leave of Absence (FMLA - maternity) for **Alison Hinesman** for up to 12 weeks beginning August 13, 2018 through November 2, 2018 and a leave of absence (not subject to FMLA) for the period November 5, 2018 through November 20, 2018.
- d. Approve a Family & Medical Leave of Absence (FMLA) for **Cathy Cusack** for up to 12 weeks beginning August 13, 2018.
- e. Employ the following substitutes, as needed, for the 2018-2019 school year (contingent upon the receipt of a fingerprint check through BCI/FBI which reflects no conviction of any felony, any misdemeanor that would be a felony on the second offense, any sex offense, any offense of violence, any theft offense, or any drug abuse offense):

Classified:

Angela Berger, Educational Aide

Karey Bernotas - Transportation Aide (effective August 7, 2018)

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Meghan Bando - Educational Aide (effective August 13, 2018)
Sarah Petrash - Educational Aide (effective August 6, 2018)
Kenneth Phillips - Custodian

Certificated:

Dawn Andresen-Hall - General Education
Marion (Joe) Auteberry - General Education
Meghan Bando - General Education
Elizabeth Clark - General Education
Christine Hale - Early Childhood (P-3)
Katherine Hess - Early Childhood (P-3); Intervention Specialist (P-3)
Nicole Martorello - 4-9 Math and Science (effective August 13, 2018)
Susan Milde - General Education
Christine Monaghan - Early Childhood (P-3)
Terry Palter-Sedley - 7-12 Integrated Language Arts
Andrew Rabe - 4-9 Math and Social Studies
Martin Ratcliffe - General Education
Edward Schmidtke - 7-12 Integrated Language Arts
Charlotte Woofter - General Education

f. Approve to amend the Educational Aide contract of **Gina Hunt**, 1st of 2 Year, Level 1, 188 Day, from 3.5 Hours to 4 Hours, effective August 13, 2018 for the 2018-2019 school year.

g. Approve to amend the Educational Aide contract of **Elizabeth Nelson**, 1st of 2 Year, Level 1, 187 Day, from 4.5 Hours to 7 Hours, effective August 13, 2018 for the 2018-2019 school year.

h. Approve to amend the .4 TESOL contract of **Catherine Schneider** to 1.0, Level D-15, effective for the 2018-2019 school year.

i. Approve the following Transportation Educational Aide "as needed" contracts:

Valerie Bertsch, Level 8 - 2 Hour (a.m.), 173 Days, effective August 13, 2018 - May 24, 2019

Valerie Bertsch, Level 8 - 2 Hour (p.m.), 173 Days, effective August 13, 2018 - May 24, 2019

Laura Vilt, Level 6 - 2 hour (p.m.), 173 Days, effective August 13, 2018 - May 24, 2019

Jennifer Jones, Level 4 - 2 Hour (a.m.), 173 Days, effective August 13, 2018 - May 24, 2019

James Domzalski, Level 5 - 2 Hour (a.m.) 186 Days, effective August 16, 2018 - May 30, 2019

James Domzalski, Level 5 - 2 Hour (p.m.) 186 Days, effective August 16, 2018 - May 30, 2019

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- j. Approve an additional \$.35/hour to the 2018-2019 salaries of the following OAPSE Special Education Aides with direct student responsibilities as defined in the current OAPSE Negotiated Agreement, Article XXVIII:

Heather Fenstermaker (7 Hours)
Meredith Goodwin (7 Hours)
Lisa Kane (7 Hours)
Greta Insolia (7 Hours)
Jennifer Jones (3.25 Hours)
Carrey Nielsen (3.25 Hours)
Melissa Benzel (3.5 Hours)
Beth Sonnhalter (3.5 Hours)
Kathleen Slusarz (3.5 Hours)
Monique Reider (3 Hours)
Angela Berger (3 Hours)

- k. Approve an additional \$1.00/hour to the 2018-2019 salaries of the following OAPSE Special Education Aides to provide services as a "related service aide" as defined in the current OAPSE Negotiated Agreement, Article XXVIII:

Angela Berger (3 Hours)
Monique Reider (3 Hours)
Cynthia Matejcek (7 Hours)
Melissa Benzel (3.5 Hours)
Mary Rubinski (3.5 Hours)
Elizabeth Sonnhalter (3.5 Hours)
Kathleen Slusarz (3.5 Hours)

- l. Approve the following OAPSE Special Education Aides as substitutes to receive an additional \$1.00/hour to provide services as a "related service aide substitute" as defined in the current OAPSE Negotiated Agreement, Article XXVIII:

Jennifer Jones, Meredith Goodwin, Carrey Nielsen, Janet Bannerman, Maggie Stauffer, Heather Sweet

- m. Approve \$1,800/semester (\$3,600 full year) compensation to the following certificated staff for the 2018-2019 school year as per the CFEA negotiated contract, Article VIII, H - Secondary Schedule:

Carolyn Petite, 1st Semester
Geoffrey Brown, 1st and 2nd Semester

- n. Approve a stipend payment to the following to participate in CPI Training (August 6-7, 2018):

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Sarah Petrash, Substitute Aide Rate (\$12.00/hour)
Margaret Lynch, Educational Aide, Level 3
Jacquelyn Gerber, CFEA negotiated curriculum rate

- o. Approve a stipend payment to the following to participate in Special Needs Training (8:00a.m. - 1:45p.m. - August 8, 2018):

Sarah Petrash, Substitute Aide Rate (\$12.00/hour)
Greta Insolia, Educational Aide, Level 0

- p. Approve a stipend payment to **Julie Albrecht** for up to one day (at the CFEA negotiated curriculum rate of \$30.00/hour for work outside the contractual year/day) for attendance at the DLT meeting (August 9, 2018).
- q. Approve a stipend payment for four (4) hours outside the regular school year day to **Nicole Lustig**, Educational Aide, Level 8, to provide support for a special needs student at Freshman Orientation (August 10, 2018).
- r. Approve the following as 2018-2019 District Leadership Team members and approve their payment at the CFEA Negotiated Agreement supplemental contract rate of \$15.00/hour (not to exceed \$1,200 per year for participation):

Jennifer Bencko, Brittany Ceci, Janet Coriell, Steve Hass-Hill, Brian Johnson, Bradley Jones, Martina Kehoe, Matthew Volk

- s. Approve a stipend payment to **Daniel Kerul** at the CFEA negotiated curriculum rate for up to one day beyond contracted school year (July 2018) for CFHS Data Analysis.
- t. Approve a stipend payment at the CFEA negotiated curriculum rate beyond contracted school year (August 2018) for CFHS BLT Retreat to the following certified staff:

Amanda Heintzeman (1/2 day)

- u. Employ the co-curricular supplemental/service contracts for the 2018-2019 school year.
- v. Approve the following interscholastic supplemental/service contracts for the 2018-2019 school year (contingent upon the receipt of a fingerprint check through FBI/BCI which reflects no conviction of any felony, any misdemeanor that would be a felony on the second offense, any sex offense, any offense of violence, any theft offense, or any drug abuse offense):

Lawrence Richmond, M.S. Cross Country Coach, Schedule 1, Level 5, Longevity 6
Mark Babicas*, Boys Assistant Soccer Coach, Schedule 1, Level 1, Longevity 1
*Service Contract

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w. Approve **Debbie Bargar** as an Event Helper and approve payment for her jobs at sporting events for the 2018-2019 school year.

x. Approve personnel for the Community Education Fall 2018 programs (pay based on enrollment):

After School Sports Instructors: Mary Jo Czerr, Christopher Englehart, Carol Ripley, Allison Kaas
Stefani Apple - Mix It Up!
Mad Science
Chagrin Valley Roller Rink
Mrs. Mantz's Purple Pantz Art Studio
Lori Newbauer - Brochure ad sales
Lauren Jones - Brochure layout (not to exceed \$200)
Fairmount Center for the Arts - Fall Drama Club Staff
National Drivers Training School

y. Approve the Performing Arts Academy's Guest List Artists for the 2018-2019 school year.

z. Approve the second reading and adoption the revisions to the following policies:

AFC-1 (Also GCN-1) Evaluation of Professional Staff (Ohio Teacher Evaluation System)
AFC-2 (Also GCN-2) Evaluation of Professional Staff (Administrators both Professional and Support)
GBQ Criminal Records Check
GCD Professional Staff Hiring
GCE Part-Time and Substitute Professional Staff Employment
GCN-1 (Also AFC-1) Evaluation of Professional Staff (Ohio Teacher Evaluation System)
GCN-2 (Also AFC-2) Evaluation of Professional Staff (Administrators both Professional and Support)
GCPD Suspension and Termination of Professional Staff
GDC Support Staff Recruiting
GDE Part-Time, Temporary and Substitute Support Staff Employment
GDI Support Staff Assignments and Transfers
GDPD Suspension, Demotion and Termination of Support Staff Members
IGCH (Also LEC) College Credit Plus
IGCH-R (Also LEC-R) College Credit Plus Regulation
JEDA Truancy
KKA Recruiters in the Schools
LEA Student Teaching and Internships
LEC (Also IGCH) College Credit Plus
LEC-R (Also IGCH-R) College Credit Plus Regulation

aa. Adopt **Resolution No. 18-051**, approving the Interdistrict Service Area Contract with the Educational Service Center of Cuyahoga County for the 2018-2019 school year.

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- ab. Enter into an agreement with Bellefaire JCB (Monarch School) for students who require special education and related services as defined in the IDEA 2004, effective for the 2018-2019 school year.
- ac. Approve a contract with Proactive Behavior Services, LLC, for developing and implementing behavioral intervention programs and academic programming for children with special needs, effective August 1, 2018 - July 30, 2019.
- ad. Adopt **Resolution No. 18-052**, Agreement for a child with a disability entitled to services under IDEA, effective September 4, 2018 - August 16, 2019.
- ae. Enter into four (4) agreements with KidsLink Neurobehavioral Center for the purpose of meeting the educational needs and providing the necessary services of the Individual Educational Plans of students, effective September 1, 2018 - August 31, 2019.

ROLL CALL: Yeas – O’Toole, Garvey, Kanzinger, Rankin, Broz
 Nays – None
 Motion carried.

Superintendent’s Recommendations

Moved by Kathryn Garvey, seconded by Phil Rankin to approve the following recommendations.

- a. Employ **Sarah Petrash**, 7-Hour Educational Aide, 187 Days (effective August 13, 2018), Level 0 (Aides B Schedule), and all other fringe benefits as defined in the current OAPSE Local 485 negotiated agreement (contingent upon the receipt of a fingerprint check through FBI/BCI which reflects no conviction of any felony, any misdemeanor that would be a felony on the second offense, any sex offense, any offense of violence, any theft offense, or any drug abuse offense).
- b. Employ **Angela Berger**, 3-Hour Educational Preschool Aide, 187 Days (effective August 13, 2018), Level 0 (Aides B Schedule), and all other fringe benefits as defined in the current OAPSE Local 485 negotiated agreement (contingent upon the receipt of a fingerprint check through FBI/BCI which reflects no conviction of any felony, any misdemeanor that would be a felony on the second offense, any sex offense, any offense of violence, any theft offense, or any drug abuse offense).
- c. Approve the credentialed evaluators for the purpose of Ohio Teacher/Principal/School Counselor Evaluation System.
- d. Approve designated bus stops and time schedules as presented for the 2018-2019 school year, and grant authority to the transportation manager/designee to adjust stops during the school year.
- e. Adopt **Resolution No. 18-053**, to approve district membership in the Alliance for High Quality Education for the period July 1, 2018, through June 30, 2019, at a cost of \$3,500.00.

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ROLL CALL: Yeas – Garvey, Rankin, Kanzinger, O’Toole, Broz
Nays – None
Motion carried.

Treasurer’s Recommendations

Moved by Greg Kanzinger, seconded by Mary O’Toole to approve the following recommendations.

- a. Approve the July 2018 Financial Reports as presented.
- b. Approve **Resolution No. 18-054**, to approve the following transfers of funds to be completed during the 2018-2019 school year.

From:	001	General Fund	\$ 14,700
To:	200-942H	Cum Laude Society	\$ 1,200
To:	200-965H	Science Olympiad	\$ 2,000
To:	200-978H	Tiger Times	\$ 2,000
To:	300-936H	Forensics	\$ 6,000
To:	300-962H	Prism	\$ 3,000
To:	300-940H	Marching Band	\$ 500

From:	001	General Fund	\$ 24,000
To:	300-906H	Athletic Fund	\$ 24,000
From:	001	General Fund	\$ 60,000
To:	003	Permanent Improvement	\$ 60,000

- c. Approve participation in a consortium with the Educational Service Center of Cuyahoga County (fiscal agent) for Title III (Limited English Proficient) federal funding for the 2018-2019 school year. Our district’s allocation is \$2,993.33.
- d. Adopt **Resolution No. 18-055**, to approve renewal of the following providers of employee benefits as recommended by the Healthcare Committee, effective 10/01/18:
 - Hospitalization/Prescription (with plan design changes): Medical Mutual -10.05%
 - Life Insurance: Aetna – No Change
 - Dental Insurance: Delta Dental of Ohio- +1.8%
- e. Upon the recommendation of the Superintendent and Treasurer, and in accordance with the ORC Sections 5705.41(D) and 5705.44 for *then and now* purchase orders, the board approved the following invoices for payment, and the Treasurer is authorized to sign an amended Fiscal Certificate for each:

<u>Vendor</u>	<u>P.O. No.</u>	<u>P.O. Date</u>	<u>Invoice Date</u>	<u>Amount</u>	<u>Purchased</u>
Mainline Truck & Trailer	190287	7/1/18	5/24/18	\$3,087.33	Quarterly PO parts

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Illuminating Co.	190443	7/1/18	6/1/18	\$29,900.81	Electric
Ullman Oil	190286	7/1/18	5/22/18	\$11,970.82	Fuel
Bob Sumerel Tire	190296	7/1/18	6/12/18	\$3,286.50	Tires
Mayfield SD	190126	7/3/18	7/1/18	\$3,220.00	Program Grant
AMEX	190231	7/1/18	6/29/18	\$9,569.75	Workers Comp.
Audie Atienza	190036	7/2/18	6/29/18	\$3,187.50	Summer Camp
MVC Ltd.	190266	7/1/18	6/19/18	\$4,425.00	Monthly Install.Fee
Walter Haverfield	190541	8/1/18	7/24/18	\$4,438.50	Legal Services
Walter Haverfield	190541	8/1/18	7/24/18	\$12,865.00	Legal Services

ROLL CALL: Yeas – Kanzinger, O’Toole, Garvey, Rankin, Broz
Nays – None
Motion carried.

Other Business

a. OSBA Capital Conference / Alliance Lunch

Announcement of Next Meeting:

Work Session: Wednesday, September 5, 2018, 6:00 p.m. in the Lewis Sands Community Room

Work Session: Wednesday, October 3, 2018, 6:00 p.m. in the Lewis Sands Community Room

Adjournment

Moved by Phil Rankin, seconded by Greg Kanzinger to adjourn the meeting at 7:45 p.m.

ROLL CALL: Yeas – Rankin, Kanzinger, Garvey, O’Toole, Broz
Nays – None
Motion carried.

President

Treasurer