

**OFFICIAL PROCEEDINGS  
CHAGRIN FALLS EXEMPTED VILLAGE SCHOOLS  
BOARD OF EDUCATION  
OCTOBER 3, 2018**

The **SPECIAL MEETING** of the Board of Education of the Chagrin Falls Exempted Village School District was held on Wednesday, October 3, 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. Mary Kay O'Toole, Member  
Mr. Phil Rankin, Member  
Mr. Greg Kanzinger, Member

**ABSENT:** Mrs. Kathryn Garvey, Vice President

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

**VISITORS:** Brittany Anderson

**Pledge of Allegiance**

**Board Recommendation**

Moved by Mary Kay O'Toole, seconded by Greg Kanzinger to approve a 1.0% performance stipend to **Anne Spano**, Treasurer, for the 2017-2018 school year.

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

**Superintendent's Reports**

- a. State Report Card and District Data Presentation by Lisa Shannon and Becky Quinn
- b. District Goals

Construction Items presented by Keri Ash

- 1. ATP for Frost Slab Detail (Gilbane)
- 2. ATP for Parapet Demo & Brick Hanger Mods (Gilbane)
- 3. Additional Design Services (Elizabeth Ahrens, Stantec)

## MINUTES OF SPECIAL MEETING – OCTOBER 3, 2018

### **Treasurer's Reports**

- a. August 2018 Fund Report
- b. August 2018 Bank Reconciliation
- c. August 2018 Check Payment Register
- d. August 2018 SM2
- e. Five Year Forecast

### **Consent Agenda Items**

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

- a. Accept the resignation of **Margaret Lynch**, 7-Hour Educational Aide, effective September 21, 2018.
- b. Employ **Amanda Hayes**, 3-Hour Preschool Educational Aide, Level 0 (Aides B Schedule), 187 Days, (prorated to 163 days), effective September 17, 2018, and all other fringe benefits as defined in the current OAPSE Local 485 negotiated agreement.
- c. Employ **Valerie Belsan**, 3.5-Hour Educational Aide, Level 0 (Aides B Schedule), 188 Days, (prorated to 160 days), effective September 24, 2018, and all other fringe benefits as defined in the current OAPSE Local 485 negotiated agreement.
- d. Approve to amend the Educational Aide contract of **Melissa Benzel**, Continuing, Level 3, 188 Day (prorated to 183 Days) from 7 Hours to 6.5 Hours, effective August 20, 2018.
- e. Employ **James Heath**, 7-Hour Educational Aide, 188 Days, effective October 8, 2018 (prorated to 150 Days), 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 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).
- f. Employ **Maryjo Gortz**, 7-Hour Educational Aide, 188 Days, effective October 8, 2018 (prorated to 150 Days), 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 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).
- g. Approve to amend the Educational Aide contract of **Wendy Wilson**, 1st of 2 Year, Level 1, from 3.5 Hours to 4.5 Hours, effective October 8, 2018.

## MINUTES OF SPECIAL MEETING – OCTOBER 3, 2018

- h. Approve additional compensation for up to 17.5 hours outside regular school day schedule to participate in CPI Training and for student's special needs job site transitioning for **Valerie Belsan**, Level 0 (Aides B Schedule), effective September 24 - 28, 2018.
- i. Rescind the "related service" \$1.00/hour to the 2018-2019 Special Education Aide contract of **Monique Reider**, due to lack of direct student responsibilities as defined in the current OAPSE Negotiated Agreement, Article XXVIII, effective September 19, 2018.
- j. Approve an additional \$.35/hour to the following OAPSE Special Education Aides with direct student responsibilities as defined in the current OAPSE Negotiated Agreement, Article XXVIII:

Amanda Hayes (3 Hours), effective September 17, 2018

Melissa Benzel (adjustment of 7 Hours to 6.5 Hours), effective August 20, 2018

Kathleen Slusarz (adjustment of 3.5 Hours to 5 Hours), effective October 1, 2018

Beth Sonnhalter (adjustment of 3.5 Hours to 4 Hours), effective October 1, 2018

- k. Approve an additional \$1.00/hour to the 2018-19 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:

Amanda Hayes (3 Hours), effective September 17, 2018

Valerie Belsan (3.5 Hours), effective September 24, 2018

James Heath (7 Hours), effective October 8, 2018

Maryjo Gortz (7 Hours), effective October 8, 2018

Melissa Benzel (adjustment of 7 Hours to 6.5 Hours), effective August 20, 2018

Kathleen Slusarz (adjustment of 3.5 Hours to 5 Hours), effective October 1, 2018

Beth Sonnhalter (adjustment of 3.5 Hours to 4 Hours), effective October 1, 2018

- 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:

Valerie Belsan

- m. Approve additional work hours during the 2018-2019 school year, as needed, beyond contracted work day at the negotiated curriculum rate of \$30.00/hour, to **Todd Thombs** and **Emily Moore** to provide before and/or after-school extra-curricular activity support associated with special education.
- n. 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):

## MINUTES OF SPECIAL MEETING – OCTOBER 3, 2018

### Classified:

Valerie Belsan - Educational Aide (effective 9/24/18)  
Amanda Hayes - Educational Aide (effective 9/17/18)  
Charmayne Zurga - Educational Aide (effective 9/20/18)  
Kris Brugger - Secretary  
Donald Zawicki - Custodian  
Michael D'Amato - Bus Driver

### Certificated:

Steve Klug - 4-9 Language Arts, Reading & Math (effective 9/20/18)  
William Porter - 4-9 Math

- o. Approve a stipend payment to the following staff members for serving on the LPDC Committee during the 2018-2019 school year:

Julie Albrecht (\$450.00)  
Jill Koval (\$150.00)  
Faith Kover (\$450.00)  
Emily Moore (\$450.00)  
Kathryn Ohlrich (\$450.00)  
Kathleen Shoenfelt (\$450.00)

- p. Approve the following interscholastic/cocurricular supplemental/service contracts for the 2018-2019 school year:

**Peter Cimoroni\***, Wrestling Coordinator, Schedule 1, Level 5, Longevity 1  
**Angie Jameson**, Student Enrichment - High School Book Club, Schedule 2, Level 1, Longevity 1  
**David Jacobs**, Student Enrichment - High School Advanced Physics, Schedule 2, Level 1, Longevity 1

\*Service Contract

- q. Approve **Brittany Anderson, Justin Cannon** and **Michael Wujnovich** as Event Helpers and approve payment for their jobs at sporting events for the 2018-2019 school year.

- r. Employ the following as "As Needed" Home Instruction Tutors, for the 2018-2019 school year at the Tutor base rate (A-0) of \$35.06 per hour:

Kathe Hallwachs, Katie Pollock, Marc Rosen, Ed Schmidtke, Lee Ann Stueber

- s. Approve the following instructors/vendors for the Community Education Fall 2018 programs (pay based on enrollment):

**Justin Cannon** - After School Sports Program

## MINUTES OF SPECIAL MEETING – OCTOBER 3, 2018

### **The Knight Club - Chess Club Instruction**

- t. Approve the Student Transportation Contract with West Geauga Local School District.
- u. Adopt **Resolution No. 18-059**, in approval of participation in the Lake Erie Educational Media Consortium (LEEMC) for the 2018-2019 school year.
- v. Adopt **Resolution No. 18-060**, approving the Addendum to the Agreement with the Geauga County Education Service Center.

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

### **Superintendent’s Recommendations**

Moved by Greg Kanzinger, seconded by Mary Kay O’Toole to approve the following consent items.

- a. It is recommended that the Chagrin Falls Board of Education approve a .5% performance stipend for meeting the 2017-18 performance incentive to the following administrators: Monica Asher, Charles Barch, Michael Daugherty, Laila Discenza, Curtis Howell, Marti Jacobson, Rachel Jones, Michael Morgan, Becky Quinn, Amanda Rassi, Sarah Read, Lisa Shannon, Christopher Woofter.
- b. It is recommended that the Chagrin Falls Board of Education approve the job description for *Makerspace Implementer of Technology*.
- c. It is recommended that the Chagrin Falls Board of Education adopt **Resolution No. 18-061**, authorizing a Change Order to Gilbane Building Company for the 1940 Building Parapet Wall Demolition and Reconstruction and Brick Hanger Modification and for Additional New Frost Slabs at Six Existing Entrances not to exceed the amount of \$37,500.00.
- d. It is recommended that the Chagrin Falls Board of Education adopt **Resolution No. 18-062**, authorizing an amendment for additional design services and reimbursable expenses to the contract with Stantec Architecture, Inc. for design services at the Intermediate School in an amount not to exceed \$67,000.

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

### **Treasurer’s Recommendations**

**MINUTES OF SPECIAL MEETING – OCTOBER 3, 2018**

Moved by Mary Kay O’Toole, seconded by Phil Rankin to approve the following items.

- a. Approve the August 2018 Financial Reports as presented.
- b. Approve the SM1 Annual Spending Plan for FY 2019.

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

**Announcement of Next Meeting:**

**Regular Meeting:** Wednesday, October 17, 2018, 6:00 p.m., High School Library

**Adjournment**

Moved by Phil Rankin, seconded by Mary Kay O’Toole to adjourn the meeting at 7:43 p.m.

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

---

President

---

Treasurer