
RECORD OF PROCEEDINGS

MINUTES OF JANUARY 8, 2018 6:00 PM
BERKSHIRE BOARD OF EDUCATION

REORGANIZATION/REGULAR BOARD MEETING
BERKSHIRE BOARD OF EDUCATION

* The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at every public meeting of the Board and publish rules to govern such participation. These rules are available at each Board meeting. Anyone desiring to speak is asked to make this request in advance. Participants must be recognized by the presiding officer. Comments shall be directed to the presiding officer; not to Board members individually. Board Bylaw 0169.1



PLEDGE OF ALLEGIANCE

Swearing in of Newly Elected Board Members

Administration of oath of office for Mr. Manfredi and Ms. Stanley

President Pro Tem (John Manfredi)

Roll Call: Mr. Boyd, Ms. Stanley, Mr. Manfredi, Mrs. Raikes, Mr. Wadsworth-present

Election of Officers (Any member may nominate someone for office, including themselves.
Nominations do not require seconds.)

Mr. Wadsworth nominated Mr. Manfredi as president.

Roll Call: Mr. Boyd-nay, Ms. Stanley-nay, Mr. Manfredi-aye, Mrs. Raikes-nay, Mr. Wadsworth-aye
2 Ayes, 3 Nays
Motion not carried.

Ms. Stanley nominated Mr. Boyd as president, seconded by Mrs. Raikes

Roll Call: Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-nay, Mrs. Raikes-aye, Mr. Wadsworth-nay
3 Ayes, 2 Nays
Motion Carried.

Mr. Manfredi nominated Ms. Stanley as vice president, seconded by Mrs. Raikes

Roll Call: Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye
All Ayes
Motion Carried.

Mr. Boyd assumed responsibility for the meeting..

Motion made by Mr. Manfredi Seconded by Mr. Wadsworth to adopt the Agenda for the organizational meeting.

Discussion: None

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Roll Call: Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye
All Ayes
Motion Carried.

Motion made by Mr. Wadsworth Seconded by Mrs. Raikes to approve the 2018 appointment of
Standing Committee Liaisons:

- Facilities Committee: Mr. Boyd, Mr. Manfredi
- Legislative Liaison to OSBA: Ms. Stanley
- ~~Representative to B.C.P.A.~~
- OSBA Representative: Mrs. Raikes
- OSBA Alternate: Mr. Wadsworth
- Audit Committee: Mr. Wadsworth, Ms. Stanley
- Records Review Commission – Mr. Boyd, Mr. Manfredi
- School Safety Committee: Mr. Boyd
- Athletic Booster: Mr. Wadsworth, Mrs. Raikes
- Tunebackers: Ms. Stanley
- Educational Foundation: Mr. Manfredi, Mr. Wadsworth

Discussion: Since Mr. Koster was previously appointed to represent the B.C.P.A. and that committee does not meet regularly, it was decided not to appoint anyone at this time.

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye
All Ayes
Motion Carried.

Motion made by Mr. Manfredi Seconded by Mr. Wadsworth to approve Business Meetings of the Board of Education to occur on the second Monday of each month, and any special meetings as needed, at 6:00 p.m. unless otherwise noted. Board members will be compensated for all regular and special meetings of the Board.

February 12th Thompson Town Hall
March 12th - Troy Community Center
April 9th - Montville Community Center
May 14th - Burton Town Hall
June 11th - Board of Education Offices
July 9th - Board of Education Offices
August 13th - Board of Education Offices
September 10th - Claridon Town Hall
October 8th - Ledgemont Elementary
November 5th – First Monday - Burton Elementary
December 10th - Berkshire High School

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Discussion: Mrs. Raikes questioned if all locations have been confirmed. Mr. Stoddard stated all but the Burton Town Hall has confirmed. Ms. Stanley suggested having the board meetings during the winter months at the board office.

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-nay, Mr. Manfredi-aye
4 Ayes, 1 Nay
Motion Carried.

Motion made by Mr. Wadsworth, Seconded by Mrs. Raikes to approve the following depositories for 2018:

Star Ohio
Huntington National Bank
Middlefield Banking Company

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
All Ayes
Motion Carried.

Motion made by Mr. Wadsworth, Seconded by Mr. Boyd to approve the following newspapers for legal notices:

News Herald – Geauga County Edition
Gauga County Maple Leaf

Discussion: Mrs. Raikes questioned if the Geauga Courier should be included. Mrs. McCaffrey stated that paper was not circulated in the Montville/Thompson areas.

Roll Call: Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye
All Ayes
Motion Carried.

Motion made by Mr. Manfredi, Seconded by Mr. Wadsworth to approve the Fiscal 2019 Alternative Tax Budget.

Discussion: None

Roll Call: Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye
All Ayes
Motion Carried.

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Motion made by Mr. Boyd, Seconded by Ms. Stanley to authorize Treasurer to amend the certificate of estimated resources/appropriations with the County Auditor with such amendment to be presented for approval by the Board at the next regular or special meeting.

Discussion: None

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye
All Ayes
Motion Carried.

Motion made by Mr. Manfredi Seconded by Mr. Wadsworth that the Treasurer shall be authorized to make adjustments, transfers and additional modifications to budget, revenue and appropriation accounts, as necessary, to update and close fiscal year.

Discussion: None

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye
All Ayes
Motion Carried.

Motion made by Mr. Boyd, Seconded by Ms. Stanley to approve that the Treasurer shall be authorized to make payment of all bills and invoices when due. A monthly listing certified by the Treasurer shall be presented to the Board at the regularly scheduled meeting.

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
All Ayes
Motion Carried.

Motion made by Mr. Manfredi, Seconded by Mr. Boyd to approve the Treasurer's authorization to forward resolutions to request advances on first and second half tax collections from the Geauga County Auditor. The Treasurer shall be authorized to forward a resolution to the Geauga County Treasurer requesting direct wire transfer or tax funds from the Geauga County Treasury to Star Ohio or any other depository with a Designation of Depository resolution on file with the Treasurer.

Discussion: None

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye
All Ayes
Motion Carried.

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Motion made by Mrs. Raikes Seconded by Mr. Wadsworth to permit the Treasurer to solicit and advertise if necessary for legal counsel for the Board for 2018.

Discussion: None

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye

All Ayes

Motion Carried.

Motion made by Mr. Wadsworth, Seconded by Mr. Boyd to approve the attendance and the expenditure of funds for the Superintendent and the certificated staff and school support personnel (at the Superintendent's approval) and the Treasurer and treasurer's staff (at the treasurer's approval) at in-service meetings, conferences, clinics and workshops within the State of Ohio during 2018.

Discussion: None

Roll Call: Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye

All Ayes

Motion Carried.

Motion made by Mr. Manfredi, Seconded by Mr. Boyd to approve the Public reading of Board of Education minutes is waived for all meetings during the year. Each member of the Board shall receive copies of the minutes from the previous meeting in advance of the next regular meeting.

Discussion: None

Roll Call: Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye

All Ayes

Motion Carried.

Motion made by Mr. Wadsworth, Seconded by Ms. Stanley to approve the following groups to be retained on the District liability policy as eligible school groups at the appropriate rate determined by the insuring company, if any.

- Berkshire Athletic Boosters
- American Field Service (Foreign Exchange Student Program)
- Burton Elementary P.T.O.
- Ledgesmont Elementary P.T.C.
- S.P.T.O. (Jr./Sr. High School)
- Tunebackers
- Berkshire Operation Post Prom (B.O.P.P.)

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Discussion: Mr. Manfredi asked if the REC leagues should be on this list. Mrs. McCaffrey stated they have their own insurance at both Burton and Ledgemont.

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye
All Ayes
Motion Carried.

Motion made by Mrs. Raikes, seconded by Mr. Wadsworth to approve the substitute list submitted by the Geauga County Board of Education each month of 2018:

Discussion: None

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye
All Ayes
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the following Resolution:

To authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided, however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the board or who has not satisfied any other prerequisite to employment created by law or Board policy.

The authorization provided by this resolution shall commence on January 8, 2018 and remain in effect through January 7, 2019.

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
All Ayes
Motion Carried.

Motion made by Mrs. Raikes, seconded by Mr. Boyd to approve the following Resolution:

To authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this

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Board; provided, however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

The authorization provided by this resolution shall commence on January 8, 2018 and remain in effect through January 7, 2019.

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
All Ayes
Motion Carried.

Motion made by Mr. Wadsworth, Seconded by Mr. Manfredi to adjourn the Organizational Meeting.

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye
All Ayes
Motion Carried.

Meeting Adjourned at 6:22 P.M.

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REGULAR JANUARY MEETING January 8, 2018

Motion made by Mr. Wadsworth, seconded by Mr. Manfredi to approve the current agenda.

Discussion: None

Roll Call: Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye
All Ayes
Motion Carried.

Motion made by Mr. Boyd, seconded by Mr. Manfredi to approve the Minutes of December 11, 2017 regular meeting.

Discussion: None

Roll Call: Ms. Stanley-abstained, Mr. Manfredi-aye Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye
4 Ayes, 1 Abstained
Motion Carried.

Treasurer's Report:

Let the records reflect that – The Treasurer has submitted a statement to the board and to the Superintendent showing the revenues and receipts from whatever sources derived, the various appropriations made by the board, the expenditures and disbursements therefrom, the purposes thereof, and the balances remaining in each fund. The financial statements for the period ending **December, 2017** submitted subject to audit and include: Financial Summary, Appropriations and Revenue Summary, Check Register Recap, and Bank Reconciliation per *ORC 3313.29*.

Invoice

Motion made by Ms. Stanley, seconded by Mrs. Raikes to approve the annual membership dues of \$4,499.00 to the Ohio School Boards Association.

Discussion: None

Roll Call: Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye
All Ayes
Motion Carried.

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Cash Transfer

Motion made by Mr. Wadsworth, seconded by Mr. Manfredi to approve the following cash transfers:

General Fund to Cafeteria Fund	\$20,000.00
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Discussion: Mrs. Raikes asked what this was for. Mrs. McCaffrey the cash balances is monitored through the year and cash is transferred as it is needed. Once cash is transferred to that account, it cannot be transferred back.

Roll Call: Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye

All Ayes

Motion Carried.

Appropriation Changes:

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the following Appropriation changes:

Misc. Grants Fund 019	+ 1,000.00
Leighton Trust	+ 20,806.00

Discussion: None

Roll Call: Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye

All Ayes

Motion Carried.

Committee Reports

PRIME Update-Mr. Stoddard gave a brief update on PRIME. He reported that he met with Dr. Warren (KSU President) on July 25th. KSU Board of Trustees gave Berkshire the ok for planning on September 13. The PRIME committee was formed consisting of community members, businesses, parents, and teachers. Berkshire passed a resolution on November 6th to approve a land lease agreement with KSU. On December 13th KSU passed a resolution to approve the land lease agreement. The following meetings have already been set up: Great Lakes Cheese (12/19), Berkshire Staff (1/2), Rotary (1/10), Geauga Mechanical (1/12), GGP (1/15), KSU Geauga (1/16), Ledgemont PTC (1/22)

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Superintendent's Report and Recommendations:

Classified:

Motion made by Mr. Wadsworth, seconded by Mrs. Raikes to accept the following resignations:

- Amanda Baise, Recess Aide and Latchkey Assist, effective as of December 21, 2017
- Robin Stanley, Cheerleading Advisor – Winter, effective as of December 31, 2017

Discussion: None

Roll Call: Mr. Boyd-aye, Ms. Stanley-abstained, Mr. Manfredi-aye, Mrs. Raikes-aye,
Mr. Wadsworth-aye
4 Ayes, 1 Abstained
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Wadsworth to approve the following classified personnel for the 2017/2018 school year, all requirements have been met:

- | | |
|--------------------|-----------------------------------|
| • Barb Burkholder | Hourly Wage Adjustment to \$16.50 |
| • Jesse DeWeese | Substitute Van Driver |
| • Elizabeth Hansel | Hourly Wage Adjustment to \$21.29 |
| • Jenny Harrison | Hourly Wage Adjustment to \$16.50 |
| • Maryalice Horton | Hourly Wage Adjustment to \$21.29 |
| • Adam Lange | Substitute Van Driver |
| • Nancy Mate | Substitute Custodian |
| • Audrey Pentek | Substitute Custodian |
| • Olivia Huff | Substitute Recess Aide |
| • Nancy Sherbondy | Hourly Wage Adjustment to \$21.29 |
| • Pam Wilmot | Hourly Wage Adjustment to \$16.50 |

Discussion: None

Roll Call: Ms. Stanley-aye, Mr. Manfredi-aye, Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye
All Ayes
Motion carried.

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Business:

Motion made by Mr. Wadsworth, seconded by Mr. Manfredi to approve a proposed tax abatement to be granted to Louis DeJesus/Third Demensions for four years on a 11,000 square foot warehouse to be built in Burton Township. The Board further waives the forty five day review period and the notification period.

Discussion: Mr. Stoddard noted this was approved in October but filed incorrectly which is why this motion is being approved again.

Roll Call: Mr. Manfredi-aye. Mrs. Raikes-aye, Mr. Wadsworth-aye, Mr. Boyd-aye, Ms. Stanley-abstained

4 Ayes, 1 Abstained

Motion Carried.

Old Business:

None

New Business:

Board Members Recognition Month- Mr. Stoddard thanked all the board members for all the work they do for the Berkshire School District.

Mr. Stoddard stated he would like to schedule a Board Retreat – February 5, 2018, 6:00 PM. This will be led by Paul Pendleton and will be more of a work session with no action to follow.

Open Public Participation

None

Board Discussion:

Mrs. Raikes welcomed Ms. Stanley to the board. Mr. Boyd thanked Mr. Manfredi for all the work he has done especially with PRIME and noted he looked forward to continuing to work together on that project.

Mr. Boyd asked if we needed to schedule a date in which the board could meet to vote on placing an issue on the ballot in May. This meeting would need to take place before January 31. After discussion, it was decided the meeting would take place on January 29 at 6:00 PM. Mrs. McCaffrey reported that the County Auditor would be asked to attend so that both resolutions that are needed for the May ballot could be approved on the same night.

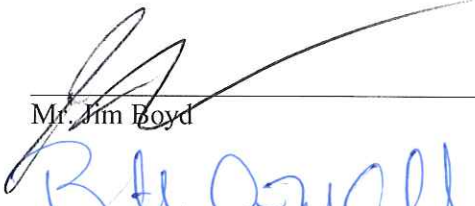
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Adjournment

A motion made by Mrs. Raikes, seconded Mr. Wadsworth to adjourn the meeting at 6:39 p.m.



Mr. Jim Boyd

President



Mrs. Beth McCaffrey

Recorder of Proceedings