
RECORD OF PROCEEDINGS

**MINUTES OF AUGUST 12, 2013 6:15 P.M.
BERKSHIRE BOARD OF EDUCATION**

**REGULAR BOARD MEETING
BERKSHIRE BOARD OFFICE**

* 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

Roll Call: Mr. Miller, Mr. Manfredi, Mr. Honkala, Ms. Timmons - Present
Mr. Koster - Absent

Motion made by Mr. Miller, seconded by Ms. Timmons to approve the current agenda and the minutes from the June 25, 2013 and July 22, 2013, special board meetings.

Roll Call: Four Ayes, one absent
Motion Carried.

Expenditures and Interest Earned:

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 **June, 2013** and **July, 2013** have been submitted subject to audit and include: Financial Summary, Appropriations and Revenue Summary, Check Register Recap, and Bank Reconciliation per *ORC 3313.29*.

Ohio Schools Council:

Motion made by Mr. Honkala, seconded by Mr. Miller to approve participation in the following Ohio Schools Council programs:

Ohio Schools Council	\$ 380.00
Cooperative Purchasing Program	\$ 400.00
School Bus Purchasing Program	\$ 325.00
Legal Hotline	\$ 2,475.00

Roll Call: Four Ayes, one absent
Motion Carried.

Donation:

Motion made by Mr. Honkala, seconded by Mr. Miller, to accept a donation of \$100.00 from Beaches & Dreams to the High School Principal Fund.

Roll Call: Four Ayes, one absent
Motion Carried.

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MINUTES OF AUGUST 12, 2013 6:15 P.M.
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Bus Lease

Motion made by Mr. Manfredi, seconded by Mr. Miller to approve the lease for three buses at 2.528% for five years.

Roll Call: Four Ayes, one absent
Motion Carried.

Permanent Appropriations

Motion made by Ms. Timmons, seconded by Mr. Manfredi to approve the following permanent appropriations:

General Fund 11,099,125.00

Special Revenue Funds:

Principals Fund	21,000.00
Misc. Grants	5,000.00
Athletics	73,270.00
EMIS	4,000.00
One Net	3,600.00
Title VIB IDEA Part B	194,196.52
Title I	293,804.01
Title IIA – Improving Teacher Quality	39,275.93
Termination Fund	182,629.62

Capital Projects Fund:

Permanent Improvement	297,304.27
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Enterprise Funds:

Food Service	252,000.00
Uniform School Supplies	58,000.00

Internal Service Funds

Rotary	11,500.00
Elementary Fund	1,000.00
Self Insurance Fund	390,000.00

Fiduciary Fund:

Student Activities Fund	85,000.00
Longo Scholarship Fund	4,500.00

Total Permanent Appropriations	13,015,205.35
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Roll Call: Four Ayes, one absent
Motion Carried.

Transfers/Advances

Motion made by Mr. Manfredi, seconded by Mr. Miller to approve the following cash transfers/advance:

Fund 300	Transfer	Athletics	25,000.00
Fund 009	Transfer	Uniform Supply	15,000.00
Fund 024	Transfer	Insurance	275,000.00
Fund 035	Transfer	Termination Benefits	200,174.35
Fund 003	Advance	PI	100,000.00

Roll Call: Four Ayes, one absent
Motion Carried.

Then and Now

Motion made by Ms. Timmons, seconded by Mr. Honkala to approve the following Then and Now encumbrances:

West Geauga Schools	Special Ed Costs	6,268.30
Safely Home	Special Ed Costs	19,000.00

Roll Call: Four Ayes, one absent
Motion Carried.

Vocational Report:

Mr. Miller reported that the construction has begun on the new facility at Auburn Career Center. He also reported that under a new law governing vocational boards, a new board will be chosen beginning in January 2014.

Superintendent's Report and Recommendations:

Personnel:

Motion made by Mr. Manfredi, seconded by Ms. Timmons to accept the resignation of Jennifer Sabol, Burton Elementary Assistant Principal, effective immediately.

Roll Call: Four Ayes, one absent
Motion Carried.

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Motion made by Mr. Honkala, seconded by Mr. Miller to approve a two year Contract to Kelly Timmons for the position of Assistant Principal, with a salary of \$64,639.00 with STRS pick-up and benefits.

Roll Call: Mr. Miller, Aye, Mr. Honkala, Aye, Ms. Timmons, Abstain, Mr. Manfredi, Aye, Mr. Koster, Absent

Motion Carried.

Certified:

Motion made by Mr. Miller, seconded by Mr. Manfredi to approve Janice Bartosic, high school teacher, to move from Level IV, Step 15, to Level V, Step 15, on the certified salary schedule, effective with the 2013/2014 school year. Ms. Bartosic has completed all the necessary requirements.

Roll Call: Four Ayes, one absent

Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Miller to accept the resignation of Kelly Timmons from the position of the BPDC Recorder.

Roll Call: Four Ayes, one absent

Motion Carried.

Motion made by Mr. Honkala, seconded by Ms. Timmons to approve one year Limited Contracts to the following with salary and benefits according to the negotiated Agreement:

- | | | |
|-------------------|-------------------|---|
| • Kelsey Kimmel | Level I, Step 1 | Intervention Specialist – High School |
| • Shannon Moore | Level I, Step 1 | Intervention Specialist – High School |
| • Amberlee Mullet | Level I, Step 0 | 2 nd Grade/Title I Teacher |
| • Jared Sziber | Level III, Step 1 | Intervention Specialist – Burton Elementary |
| • Marla Whitney | Level III, Step 0 | Intervention Specialist – Burton Elementary |
| • Thad Youngen | Level III, Step 5 | Health & PE – High School |

Roll Call: Four Ayes, one absent

Motion Carried.

Motion made by Mr. Miller, seconded by Mr. Honkala to approve a one year supplemental contract to Brian Hiscox for the position of Athletic Director, with a salary of \$20,000 per year plus benefits.

Roll Call: Four Ayes, one absent

Motion Carried.

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*MINUTES OF AUGUST 12, 2013 6:15 P.M.
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Motion made by Mr. Miller, seconded by Mr. Honkala to approve the following supplemental for the 2013/2014 school year:

- Rich Guthrie Middle School Athletic Director
- Thad Youngen Cross Country Coach
- Michelle Bagaglia Senior Class Advisor-50%
- Tracy Rea BPDC Recorder

Roll Call: Four Ayes, one absent
Motion Carried.

Motion made by Mr. Miller, seconded by Mr. Manfredi to reimburse Dawn Nielsen, Curriculum/Special Education Director, and Brian Hiscox, Athletic Director, \$30.00 per month for use of their personal cell phone for business purposes.

Roll Call: Four Ayes, one absent
Motion Carried.

Motion made by Mr. Honkala, seconded by Ms. Timmons to approve a stipend of \$250.00 to Laurie Lamb, Burton Elementary art teacher, for designing and implementing a booth at the 2013 Geauga County Fair for Berkshire Schools, with reimbursement for supplies, not to exceed \$125.00.

Roll Call: Four Ayes, one absent
Motion Carried.

Classified:

Motion made by Mr. Miller, seconded by Mr. Manfredi to accept the resignation of the following, effective immediately:

- Oliver Smith Burton Elementary Head Custodian
- Al Hodakievic Assistant Football Coach
- Jon Dingman Assistant Football Coach
- Donald Jones Assistant Football Coach
- Brett Ambrose Assistant Football Coach
- Josh DeWeese Junior High Football Coach

Roll Call: Four Ayes, one absent
Motion Carried.

Motion made by Mr. Miller, seconded by Mr. Honkala to approve the following volunteers:

- Kaylee Wells Berkshire Badgerette Advisor

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- Josh Hess Junior High Football Coach

Roll Call: Four Ayes, one absent
Motion Carried.

Motion made by Mr. Manfredi, seconded by Ms. Timmons to approve a one year Supplemental Contract to the following for the 2013/214 school year:

- Keith Clapacs Head Boys' Basketball Coach
- Paula Jolly Badgerette Advisor
- Melissa Malkus Assistant Faculty Manager
- James Palmer Burton Elementary Head Custodian
- Rich Klemencic Jr. High Football Coach
- David Malkus Jr. High Football Coach
- Jack Arnold Fall Sports Strength Coach

Roll Call: Four Ayes, one absent
Motion Carried.

Motion made by Mr. Miller, seconded by Mr. Honkala to approve Lisa Porter to be a volunteer swim coach for her daughter Rebecca, who represents Berkshire in swim team meets for the 2013/2014 and 2014/2015 school years.

Roll Call: Four Ayes, one absent
Motion Carried.

Old Business

Mr. DeLong reported that the Ohio Department of Education has granted us a waiver day, it will be September 10th. The teachers will receive Alice training and work on learning objectives.

New Business

Mr. DeLong reported that he has a meeting with the Facilities Commission on September 9th.

Open Public Participation

None

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Executive Session:

Pursuant to Ohio Revised Code Section 121.22(G)(1), we hereby move that the Board adjourn to executive session for the purpose of personnel matters.

Motioned by Mr. Miller, seconded by Mr. Manfredi to enter into executive session to discuss the negotiated teachers' contract.

Roll Call: Four Ayes, one absent
Motion Carried.

The Board entered into executive session at 6:48 p.m.

The Board exited executive session at 7:45 p.m.

Adjournment

Motion made by Mr. Honkala, seconded by Mr. Miller, to adjourn the meeting.

Roll Call: Four Ayes, one absent
Motion Carried

Meeting Adjourned at 7:45 a.m.

Mr. John Manfredi President

Mrs. Beth McCaffrey Recorder of Proceedings