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# RECORD OF PROCEEDINGS

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**MINUTES OF JUNE 4, 2007, 5:30 PM  
BERKSHIRE BOARD OF EDUCATION**

**REGULAR SESSION  
HIGH SCHOOL LIBRARY**

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\* 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*

## CALL TO ORDER



## PLEDGE OF ALLEGIANCE

**ROLL CALL:** Mr. Honkala, Mr. Manfredi, Mr. Miller, Mrs. Timmons, Mr. Imhof.

### **APPROVAL OF AGENDA**

Motion made by Mrs. Timmons, seconded by Mr. Mr. Honkala, to approve the agenda.

Roll Call: All Ayes. Motion carried.

### **APPROVAL OF MINUTES**

Motion made by Mr. Manfredi, seconded by Mr. Miller, to approve the minutes of the May 9, 2007 Regular Meeting and the May 17, 2007 Special Meeting.

Roll Call: All Ayes. Motion carried.

### **TREASURER'S REPORT**

#### **EXPENDITURES:**

Motion made by Mr. Imhof, seconded by Mr. Manfredi, to approve the expenditures in the amount of \$957,500.55 for the month of May and any necessary for June, along with month end reports, including the amended certificate. Total General Fund Certified Revenues: \$10,460,091.34; Total All Other Funds Certified Revenues: \$2,058,783.63.

Roll Call: All Ayes. Motion carried.

#### **INTEREST EARNED:**

The treasurer earned \$15,779.70 in interest in May investments. The total fiscal year-to-date earnings are \$163,754.00. Current interest rate: Star 5.17%, Huntington 5.17%, Charter One 5.18%.

#### **APPROPRIATION MODIFICATIONS:**

Motion made by Mr. Miller, seconded by Mr. Honkala, to approve all appropriation modifications for June as needed. Total General Fund Appropriations: \$10,224,774.43; Total All Other Funds Appropriations: \$1,815,423.20.

Roll Call: All Ayes. Motion carried.

#### **DONATIONS:**

Motion made by Mr. Honkala, seconded by Mrs. Timmons, to accept the following donations:

- 5' environmental chamber (greenhouse) from Barbara Corey to H.S. Science Department.
- Picnic table from Preston's to the Art Club.
- \$3,500 from the Judith and Edward Ward Family Foundation to Berkshire School District

*Mr. Honkala stated that the Wards donate each year.*

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Mr. Knapp stated that the greenhouse from Beachwood donated by Mrs. Corey is for inside use.

Roll Call: All Ayes. Motion carried.

## **WORKERS' COMPENSATION:**

Motion made by Mrs. Timmons, seconded by Mr. Imhof, to approve Gates McDonald as our Workers' Compensation third party administrator for a fee of \$2,874.

Roll Call: All Ayes. Motion carried.

## **CAPITALIZATION THRESHOLD:**

Motion made by Mr. Imhof, seconded by Mr. Honkala, to increase the capitalization threshold on reported fixed assets from \$1,500 to \$2,500.

Roll Call: All Ayes. Motion carried.

## **TEMPORARY APPROPRIATIONS:**

Motion made by Mr. Miller, seconded by Mr. Manfredi, to approve the Temporary Appropriations for fiscal year 2008, to be submitted to the County Auditor.

Roll Call: All Ayes. Motion carried.

## **VOCATIONAL REPORT**

Mr. Miller stated that the next meeting is June 5, 2007 and they will discuss the levy. *Mr. Knapp stated that he attended the graduation and it was a nice affair. Alex Cheung received an award scholarship for the University of Akron.*

## **COMMITTEE REPORTS**

None.

## **SUPERINTENDENT'S REPORT AND RECOMMENDATIONS (PRINCIPALS' UPDATES)**

### **PRESENTATIONS:**

Mr. Honkala presented a diploma to Michael Lorince, WWII Veteran, as a Berkshire graduate of the class of 2007. Mr. Lorince was very appreciative of the presentation.

B.E. Students made retirement presentations for Susie Burzanko and Darlene Kostelec with the "top five/ten reasons they liked each of them". They also received a planter from the students.

From the first grade students "Why Mrs. Kostelec is great":

1. Nice
2. Helpful
3. Funny
4. Special
5. Ice and Band-aids

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“Why Mrs. Burzanko is great”:

1. Smart
2. Great
3. Pretty
4. Good
5. Funny
6. Nice
7. Best
8. Cool
9. Special
10. Never gives up!

Dr. Gina Symsek gave an update of the Strategic Plan implementation and will do quarterly updates. This plan is based on a variety of people.

3 Parts: Programming - Staffing - Financial

Continue the excellent rating. Had a 2.2% improvement.

Increase course selection – pending/waiting to see outcome of levy.

Partnership of schools and community.

Finance is still pending because funding was unclear. Waiting on state funding figures.

Looking at timeliness.

Website has been a big plus with feedback. Updating the website is vital.

Need to follow the roadmap of the Strategic Plan and keep people involved.

Mrs. Cindy Ducca reported that her building had a field day and 6<sup>th</sup> grade promotion.

Mrs. Symsek reported that they were helping the 6<sup>th</sup> graders move to the high school.

Mr. Steve Reedy reported that scores increased for the OGT testing. Science scores were up 4% to 95%.

Mr. Reedy announced that the class of 2007 received over \$1,000,000 in scholarships this year. He also presented Liz Hess, high school student, an award as one of four winners in the 2007 School Funding Essay Contest.

Mrs. Kim Sethna reported that for the 10<sup>th</sup> graders all students met graduation requirements. Only 16 students need to bump up to pass the test. Received alternative assessment results for 5 students on 15 sections. 4 – accelerated and 9 – advance. Waiting for the results of the 8<sup>th</sup> grade Ohio Achievement Tests.

Mr. Reedy stated that next year we will have Integrated Science instead of Earth Science.

Mr. James Knapp asked people to circulate the petitions for the constitutional amendment, Geauga County voters only. Need to return them by June 15 to Mr. Knapp. The vote would be in November 2007.

## **PERSONNEL:**

*Certified*

Motion made by Mr. Imhof, seconded by Mrs. Timmons, to approve one year limited teaching contract for 2007/2008 School Year (Salary and benefits per current negotiated agreement) for MaryJo Maxwell, kindergarten at Burton Campus.

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*Mr. Honkala stated that she is highly recommended.*

Roll Call: All Ayes. Motion carried.

Motion made by Mr. Manfredi, seconded by Mrs. Timmons, to approve the following supplemental contracts for the 2007/2008 school year. (Contingent upon sufficient numbers of students signing up and paying participation fees.)

- Joan Prots, Head Varsity Volleyball Coach
- Rich Guthrie, Head Varsity Co-Ed Soccer Coach
- David List, Head Varsity Boys' Golf Coach
- Robin Olds, Middle School Athletic Director
- Robin Olds, Jr. High Volleyball Coach

Roll Call: All Ayes. Motion carried.

Motion made by Mrs. Timmons, seconded by Mr. Honkala, to restore contract reductions for one year for the following teachers:

- Don Nikolai to 100% in 2007/2008
- John Savage to 100% in 2007/2008

Roll Call: All Ayes. Motion carried.

Motion made by Mr. Miller, seconded by Mr. Honkala, to approve One Year Contract Extensions until July 1, 2009 at FTE% as specified for the following administrators:

- Steve Reedy, Principal (HS) – 100%
- Cindy Ducca, Principal (ES) – 100%
- Kim Sethna, Curriculum & Instruction – 60%
- Gina Symsek, Special Education – 60%; Principal (ES) 40%
- Jenn Sabol, Asst. Principal (HS) – 100%

*Mr. Knapp stated it was an excellent staff.*

Roll Call: All Ayes. Motion carried.

*Classified*

Motion made by Mr. Honkala, seconded by Mr. Imhof, to approve the following supplemental contracts for the 2007/2008 school year. (Contingent upon sufficient numbers of students signing up and paying participation fees.)

- Terry King, Head Varsity Football Coach
- Jack Arnold, Assistant Varsity Football Coach
- John Dingman, Assistant Varsity Football Coach
- Evan Shalek, Assistant Varsity Football Coach
- Jamie Bower, Junior Varsity Volleyball Coach
- Anne Creagh, Head Varsity Girls' Golf Coach
- Julie Cole, Head Varsity Cross Country Coach
- Karen Holschuh, Substitute Coordinator
- Lisa Shirkey, Transportation Manager

Roll Call: All Ayes. Motion carried.

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Motion made by Mrs. Timmons, seconded by Mr. Honkala, to approve the following volunteers for the 2007/2008 school year.

- Megan Hiscox, Assistant Badgerette Advisor
- Ashley Garaja, Assistant Badgerette Advisor
- Jaclyn Prots, Assistant Volleyball Coach
- Aimee Green, Assistant Cross Country Coach

Roll Call: All Ayes. Motion carried.

Motion made by Mr. Honkala, seconded by Mr. Miller, to approve the following staff members for the 2007 summer school programs. (Paid in accordance with Title VI Grant.)

- Amy Burzanko
- Debbie Zenz
- Nancy Harris
- Joan Wilson
- Monica Bupp
- Jim Lester
- Eric Higgs
- Aimee Green
- Joann Green

*Mr. Knapp stated that there will be summer school at Troy and the high school.*

Roll Call: All Ayes. Motion carried.

## **OTHER ITEMS**

Motion made by Mr. Imhof, seconded by Mr. Miller, to **TABLE** the resolution supporting the Getting it Right for Ohio's Future campaign until the August 2007 meeting.

Roll Call: All Ayes. Motion carried.

Motion made by Mr. Miller, seconded by Mrs. Timmons, to approve agreement with WVIZ for State Supported Instructional Television Service for the 2007/2008 school year.

Roll Call: All Ayes. Motion carried.

Motion made by Mr. Miller, seconded by Mrs. Timmons, to approve Jackie Arnold as the Instructional Technology Advisory Council Representative to WVIZ for the 2007/2008 school year.

Roll Call: All Ayes. Motion carried.

Motion made by Mr. Honkala, seconded by Mr. Imhof, to approve contracted services agreement with L.E.A.F. for the 2007/2008 school year at a cost of \$3,066.00 for the year.

*Mr. Honkala stated that they have been very helpful with scholarships received by our students.*

Roll Call: All Ayes. Motion carried.

Motion made by Mr. Imhof, seconded by Mr. Miller, to approve the Burton Public Library Budget as presented.

*Holley stated that the budget is an important way of being responsible and stating our needs.*

Roll Call: All Ayes. Motion carried.

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Motion made by Mr. Manfredi, seconded by Mr. Honkala, to waive first reading of Neola policies.  
Roll Call: All Ayes. Motion carried.

Motion made by Mr. Miller, seconded by Mrs. Timmons, to adopt following policies.

Revised Policies:	1310	1320	1330	2340
	5200	5330	5341	5460
	6320	7300	7420	7530
	8320	8400	8442	8800
New Policies:	1411	1481	3211	3281
	4211	4281	4211	4281
	5605	5725	8470	
Delete Policy:	2465			
ReNUMBER Policies:	3212	4212		
Replacement Policies:	3120.09	3217	4120.09	4217
	7217	8500		

*Mr. Knapp stated that these policies will bring our policy book into compliance. There is one located at the Board Office and one at the high school. We can go online to update the policies.*

Roll Call: All Ayes. Motion carried.

Motion made by Mr. Miller, seconded by Mrs. Timmons, to authorize the Treasurer and the Superintendent to solicit proposals for construction counsel and design services for projects in 2007-2008 school year and beyond. Design services selection procedure outlined in the Ohio Revised Code will be followed.

Roll Call: All Ayes. Motion carried.

## **Old Business**

Mr. Honkala thanked Darlene and Susie for their years of service to the district.

## **New Business**

## **Open Public Participation**

None.

## **Adjournment**

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

Roll Call: All Ayes. Motion carried.

Meeting was adjourned at: 6:35 pm.

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**NOTE:** There will be a special Board meeting on June 21, 2007 at 7:00 am at the Administration Center for personnel items and/or other matters to come before the Board. There will not be a meeting in July, but special meetings as announced for construction counsel interviews may be held. The next regular board meeting will be August 6, 2007 at 6:00 pm at the High School Library.

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Mr. Tim Honkala, President

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Mrs. Merry Lou Tramont, Treasurer