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# RECORD OF PROCEEDINGS

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**MINUTES OF OCTOBER 13, 2014 6:00 P.M.  
BERKSHIRE BOARD OF EDUCATION**

**REGULAR BOARD MEETING  
BERKSHIRE HIGH SCHOOL CAFETERIA**

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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*



## PLEDGE OF ALLEGIANCE

**Roll Call:** Mr. Koster, Mr. Manfredi, Mr. Honkala, Mr. Miller, Mrs. Brown – present

Motion made by Mr. Miller, seconded by Mrs. Brown to approve the current agenda and the minutes from September 8, 2014, regular board meeting.

Roll Call: All Ayes  
Motion Carried.

### **Treasurer's Report:**

#### **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 **September, 2014** submitted subject to audit and include: Financial Summary, Appropriations and Revenue Summary, Check Register Recap, and Bank Reconciliation per *ORC 3313.29*.

#### **Donations:**

Motion made by Mr. Koster, seconded by Mr. Manfredi to accept a donation of \$200.00 to Burton Elementary from Diane Jordak to help with fees for students in need.

Roll Call: All Ayes  
Motion Carried

### **Five Year Forecast**

Motion made by Mr. Honkala, seconded by Mr. Miller to approve the five year forecast as submitted which is due to the Ohio Department of Education October 31<sup>st</sup>.

Roll Call: Mr. Miller - Aye, Mr. Manfredi - Aye, Mr. Koster - Aye,  
Mrs. Brown - Aye, Mr. Honkala - Aye  
Motion Carried

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## **Advance Return**

Motion made by Mr. Honkala, seconded by Mr. Manfredi to approve the advance return of \$2,300 from the Title II Fund.

Roll Call: All Ayes

Motion Carried

## **Bus Lease**

Motion made by Mr. Miller, seconded by Mr. Honkala to approve the lease for one 54 passenger wheel chair bus at 2.662% for five years.

Roll Call: All Ayes

Motion Carried.

## **Vocational Report**

Mr. Miller reported that the Lake County ESC has approached Auburn about sharing office space for their administrative staff. He advised that it is being considered.

## **Committee Reports**

Mr. Delong reported that the last in-service day was spent on Technology with training in Google Docs. The family civic engagement team is active again this year at Burton Elementary.

## **SUPERINTENDENT'S REPORT AND RECOMMENDATIONS:**

### **Personnel**

Motion made by Mr. Honkala seconded by Mr. Miller to approve an increase of two percent to the Administrative and Exempt Salary Schedule, effective for the 2014/2015 contracts.

Roll Call: All Ayes

Motion Carried.

### **Certified:**

Motion made by Mr. Manfredi, seconded by Mrs. Brown to approve a move on the Salary Schedule for the following:

- Lynn Hunter from Level III to Level IV
- Maria Koler from Level III to Level IV

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Roll Call: All Ayes  
Motion Carried.

Motion made by Mr. Miller, seconded by Mr. Honkala to accept the resignation of Kayla O'Brien as Girls' Assistant Basketball Coach, effective immediately:

Roll Call: All Ayes  
Motion Carried.

Motion made by Mr. Honkala, seconded by Mr. Koster to approve the following supplemental:

- Jim Lester                      Fall Play Director
- Jim Lester                      Thespian Advisor
- Thad Youngen                 Assistant Varsity Wrestling Coach
- Kelsey Kimmel                Girls' Basketball Coach-8<sup>th</sup> Grade

Roll Call: All Ayes  
Motion Carried.

Motion made by Mrs. Brown, seconded by Mr. Koster to approve the following for before school tutoring for the 2014/2014 school year:

- Sara O'Connor
- Marla Whitney

Roll Call: All Ayes  
Motion Carried.

## **Classified:**

Motion made by Mr. Miller, seconded by Mr. Honkala to approve a responsibility change on the Exempt Salary Schedule for Suzanne Steinhoff to Responsibility Level 10/Step 4:

Roll Call: All Ayes  
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Honkala to approve the following supplementals:

- David Malkus                      Assistant Varsity Wrestling Coach
- Steve Orr                            Head Varsity Wrestling Coach
- Rich Guthrie                        Jr. High Wrestling Coach
- Jesse DeWeese                      Jr. High Wrestling Coach – 50%

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- Brock Burzanko                      Jr. High Football Coach

Roll Call: All Ayes

Motion Carried.

Motion made by Mrs. Brown, seconded by Mr. Koster to approve the following substitutes for the Berkshire Schools:

- Olivia Huff                      Bus Driver
- Leslie Mighton                      Aide

Roll Call: All Ayes

Motion Carried.

Motion made by Mr. Manfredi, seconded by Mrs. Brown to accept the retirement of the following employees:

- Wendy Astor, effective January 1, 2015
- Lavada Hanley, effective February 1, 2015

Roll Call: All Ayes

Motion Carried.

Motion made by Mr. Miller, seconded by Mr. Honkala to approve a one year limited contract for Bonnie Makowski for the position of payroll clerk, Level 8, Step 4 .

Roll Call: All Ayes

Motion Carried.

## **Business:**

Motion made by Mr. Manfredi, seconded by Mrs. Brown to approve the following to administer medication for the 2014/2015 school year:

- Lisa Porter
- Michelle Paluf
- Brittany Bakalar

Roll Call: All Ayes

Motion Carried.

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Motion made by Mr. Miller, seconded by Mrs. Brown to approve the Funding Agreement for 2014-2015 school year between the Geauga County Board of Developmental Disabilities (GCBDD) and the Berkshire School District.

Roll Call: All Ayes  
Motion Carried.

Motion made by Mr. Manfredi, seconded by Mr. Koster to waive the three readings and approve revision to policy number 1530 and 3220 and new policy number 5330.02.

Roll Call: All Ayes  
Motion Carried.

## **Old Business**

Mr. Delong gave updates on both Straight A grants.

## **New Business**

Mr. Delong and Mrs. Randles gave details about the 50 Book Challenge. A celebration in reading to help mark Cleveland State's 50<sup>th</sup> Anniversary. As part of this program, author James Horvath visited Burton Elementary. Mr. Horvath is the author of Dig Dog Dig.

## **Open Public Participation**

A resident from Troy Township expressed his thoughts on open enrollment in the District. He believes that the District needs to take care of his own. Mrs. McCaffrey went over the funding formula for open enrollment.

## **Adjournment**

Motion made by Mr. Honkala, seconded by Mr. Miller, to adjourn the meeting at 7:00 p.m.

Roll Call: All Ayes  
Motion Carried.

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Mr. John Manfredi      President

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Mrs. Beth McCaffrey      Recorder of Proceedings