



Minutes of the business meeting of the Board of Education of the Berea City School District held on Monday, December 7, 2015 at 7:00 p.m. at Brook Park Memorial Elementary School Library, 16900 Holland Road, Brook Park, Ohio 44142.

**A. Regular Business**

1. **Meeting called to order at: 7:10 p.m.** Roll Call

Present: Chapman , Postel , Szabo , Thureau , Tressel

Absent:

2. **Pledge of Allegiance** Pledge  
 President Postel called for the Pledge of Allegiance.

3. **Approval of Minutes** Minutes  
15-1207-77  
 Szabo moved and Chapman seconded the recommendation that the Board of Education approve the minutes for the November 2, 2015 regular meeting, the November 2, 2015 business meeting and the November 8, 2015 meetings.  
 Roll Call: Chapman , Postel , Szabo , Thureau , Tressel   
 Nays: None Motion carried

4. **Treasurer's Update** Treasurer's  
Update-  
 The Treasurer updated the Board of Education on the approval of the transfer of excess Bond Retirement Funds to the P.I. Fund by the Cuyahoga County Budget Commission. The Treasurer also discussed the plan to hire an investment advisor in coming months to manage the district's interim funds. Up until now, the district has not had a sufficient cash balance that would warrant a long term investment strategy. He will provide more information in January.

5. **Organizational Meeting** Organizational  
Meeting  
15-1207-78  
 Chapman moved and Szabo seconded the recommendation that the Berea Board of Education establish the date, time and place of its organizational meeting and the regular meeting as follows:  
 Monday, January 11, 2016, 6:15 p.m.  
 Regular meeting immediately following organizational meeting.  
 Berea Board of Education Administration Building  
 Staff Room 1  
 390 Fair Street, Berea, OH 44017  
 Roll Call: Chapman , Postel , Szabo , Thureau , Tressel   
 Nays: None Motion carried



**6. Resolution to Select the President Pro-Tempore for the Annual Organizational Meeting**

**President  
Pro-Tempore  
15-1207-79**

WHEREAS, this Board of Education has selected January 11, 2016 for its annual organizational meeting, and

WHEREAS, the Board of Education must elect officers at this meeting, and

WHEREAS, the Board much select a President Pro-Tempore to preside initially at the annual organizational meeting for the election of the President,

THEREFORE, BE IT RESOLVED, THAT Fred Szabo be appointed to serve as President Pro-Tempore for the January 11, 2016 organizational meeting.

It was moved by Tressel and seconded by Thurau that Fred Szabo be appointed to serve as President Pro-Tempore for the January 11, 2016 organizational meeting.

Roll Call: Chapman , Postel , Szabo , Thurau , Tressel

Nays: None Motion carried

**7. Tax Budget Hearing**

**Tax Budget  
Hearing  
15-1207-80**

Tressel moved and Chapman seconded the recommendation that the Tax Budget Hearing for the 2016 fiscal year tax budget be as follows:

Monday, January 11, 2016, 6:00 p.m.

Administration Building

390 Fair Street, Berea, OH 44017

Roll Call: Chapman , Postel , Szabo , Thurau , Tressel

Nays: None Motion carried

**8. Recognize Any Member of the Public Who Wishes to Comment Regarding Non-Agenda Related Items and Agenda Items**

**Public  
Comments**

- Gina Conner expressed her concern with the facilities in the aquatic areas of the Junior High and the High School. She stated there are problems with heaters, broken benches, and other safety concerns that she has taken pictures of. She understands that some of the energy savings measures that have been taken are at odds with the effective management of the pools.

(Per BOE policy 0169 any person who wishes to speak may do so up to 3 minutes, unless the time limit is waived by the majority of the Board members present. The maximum time allotted for any one topic is 15 minutes and a total for all topics is 30 minutes.)



**9. Reports by the Board of Education Representatives**

Board  
Reports

- Neal Postel thanked Fred Szabo and Dave Thurau for their participation in the Christmas Parade
- Ana Chapman stated that the National PTA presented the Berea City School District PTA Council with a grant to present on testing. She thanked the curriculum department for helping.

**10. Other Items**  
None

Other

**B. Superintendent's Recommendations**

**1. Consent Agenda**

Consent Agenda  
15-1207-81

Szabo moved and Chapman seconded the recommendation that items B2-B5 be approved as part of the consent agenda.

Roll Call: Chapman , Postel , Szabo , Thurau , Tressel

Nays: None Motion carried

**2. Personnel Recommendations - Administrative Personnel**

Personnel-  
Administrative  
(consent)

Stipends – Administrative Personnel

It was recommended that the following stipend be paid for the 2015-2016 school year:

1. Elementary Planetarium Program Coordinator
  - a. Len Muni \$16,240.00

**3. Personnel Recommendations - Certified Personnel**

Personnel-  
Certified  
(consent)

**Resignations - Certified Personnel**

It is recommended that the following resignation be accepted at the end of the day listed below:

1. Kim Hostalley effective end of the day 11/19/15  
Berea-Midpark, Social Studies S.T.R.S. Disability

**Appointments – Certified Personnel for the 2015-2016 school year:**

1. Replacement Teacher  
Michael Lowell effective 11/09/2015 \$216.60/day  
1.0 MHJH, Grade 7 Language Arts



2. Supplemental Contracts 2015-2016

Personnel-  
 Certified  
 (consent)  
 (continued)

**Berea-Midpark**

Karen Dobbs	Head Girls Indoor Track Coach (7+)	\$1289.00
Konstantinos Matheou	Robotics Advisor (5)	\$2559.00
Ryan Nigro	Head Boys Indoor Track Coach (7+)	\$1289.00
Julie Ritchie	Senior Class Advisor (7+) revised from 10/12/15	\$2332.00

**Middleburg Heights Junior High – \*(adjustment from 9/21/15 Board Agenda)**

Joe Camardo	7 <sup>th</sup> Grade Assistant Football Coach (0)	\$137.00*
Nick Hall	8 <sup>th</sup> Grade Assistant Football Coach (3)	\$143.00*
Dan Watt	8 <sup>th</sup> Grade Assistant Football Coach (7+)	\$160.00*

**Ford**

Michelle Gardner	Student Council Advisor (7+)	\$2945.00
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3. Leadership Supplemental Contracts 2015-2016

**Berea-Midpark**

Susan Kelley	Guidance/Testing Coordinator per student allotment	\$790.00
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**Middleburg Heights Junior High**

Larissa Collins	.5 Guidance/Testing Coordinator per student allotment	\$349.75
Kathryn Thompson	.5 Guidance/Testing Coordinator per student allotment	\$349.75

**Ford Intermediate**

Devin Carman	Special Education Chairperson – start date 11/2/15	\$1591.71
Lorina Getz	.5 Guidance/Testing Coordinator per student allotment	\$236.25
Dawn Sansone	.5 Guidance/Testing Coordinator per student allotment	\$236.25

**Chinese Interpreter**

It is recommended that the following certified personnel be paid \$30.00 per hour as an interpreter for the 2015-2016 school year as listed below:

- a. Pingfen Sung not to exceed 20 hours

**Reading Tutor**

It is recommended that the following certified personnel be paid \$18.00 per hour as a reading tutor for the 2015-2016 school year as listed below:

- a. Shelly Tillman not to exceed 5 hours per week

**Home Tutor**

It is recommended that the following certified personnel be paid \$18.00 per hour as a home tutor for the 2015-2016 school year as listed below:

- a. Kathy Robertson not to exceed 40 hours



**ACT Prep Courses**

It is recommended that the following certified personnel be paid \$18.00 per hour from account #001-052212-139-0000-000000-032-00-111 for their work on ACT prep courses as listed below:

Personnel-  
 Certified  
 (consent)  
 (continued)

- a. Michelle Ferguson 2.5 hours
- b. Brian Mehmed 2.0 hours
- c. Charles Salata 2.0 hours
- d. Michael Yonek 2.0 hours

**4. Personnel Recommendations - Classified Personnel**

**Leave of Absence**

It is recommended that the following leave of absence be accepted as indicated:

- 1. Kristen Claypoole 10/08/2015 – 10/23/2015  
 General Leave  
 (District Hire Date adjusted to 09/27/2011)

**Appointments**

It is recommended that the following appointments be approved as indicated:

- 1. 12 month Administrative Assistant  
 Michelle Marasigan Step 0 11/09/2015  
 (change in job description from Bus Driver)
- 2. Assistant Head Custodian  
 Joy Hess Step 4 11/16/2015  
 (change in job description from Custodian #2)
- 3. Intervention Associate
  - a. Jennifer Davies Step 0 11/16/2015  
 New employee probationary appointment
  - b. Melissa Azzano Step 0 12/01/2015  
 New employee probationary appointment
- 4. Student Monitor
  - a. Julie Bement Step 0 11/16/2015  
 New employee probationary appointment
  - b. Mark Thomas Step 0 11/09/2015  
 New employee probationary appointment
- 5. Bus Mechanic  
 Steven Brace Step 1 12/07/2015  
 New employee probationary appointment



- |     |                                       |                                              |                      |                                                      |
|-----|---------------------------------------|----------------------------------------------|----------------------|------------------------------------------------------|
| 6.  | Bus Driver<br>Teresa Armstrong        | Step 0                                       | 12/01/2015           | Personnel-<br>Classified<br>(consent)<br>(continued) |
|     | New employee probationary appointment |                                              |                      |                                                      |
| 7.  | Supplemental Contracts 2015-2016      |                                              |                      |                                                      |
|     | <b>Middleburg Heights Junior High</b> |                                              |                      |                                                      |
|     | Christina Rosander                    | Drama Director – Winter (0)                  |                      | \$1,472.00                                           |
|     | *David Weiss                          | 7 <sup>th</sup> Grade Assistant Football (2) |                      | \$137.00                                             |
|     |                                       | *adjustment from 9/21/15 board agenda        |                      |                                                      |
|     | <b>Ford</b>                           |                                              |                      |                                                      |
|     | Andrea Payne                          | Builder’s Club Advisor (4)                   |                      | \$660.00                                             |
| 8.  | Classified Substitutes for 2015-16    |                                              |                      |                                                      |
|     | a.                                    | Laura Ferrante                               |                      |                                                      |
| 9.  | Substitute Bus Driver                 |                                              |                      |                                                      |
|     | a.                                    | Gina Dilisio                                 | effective 11/11/2015 |                                                      |
| 10. | Custodial Substitute for 2015-2016    |                                              |                      |                                                      |
|     | a.                                    | George Jackam                                |                      |                                                      |
| 11. | On Board Instructor (OBI)             |                                              |                      |                                                      |
|     | a.                                    | Vickie Lechuk                                | effective 11/04/2015 |                                                      |
|     | b.                                    | Mary Jo Stupka                               | effective 12/01/2015 |                                                      |

**Appointments – Preschool**

It is recommended that the following appointments be approved as indicated:

1. Preschool Substitutes 2015-2016
 

a. Melissa Azzano	g. Clodagh Hrdy
b. Kelly Baughman	h. Kathy Mucic
c. Laura Ferrante	i. Tina Stepanovich
d. Lindsey Garrett	J. Kristen Webb
e. Pam Gleason	k. Penny Zsembik
f. Jennifer Halasz	

**Payment of Stipends**

It is recommended that the following custodial employees assigned to a five day workweek schedule involving a weekend day receive a \$200 stipend per OAPSE Contract, Article 27.10, B.

- |                     |                    |
|---------------------|--------------------|
| a. Antonio Betts    | e. Joy Hess        |
| b. Chris Busanus    | f. Lisa Krych      |
| c. Calvin Brown     | g. Shirley Narrows |
| d. John Funderwhite | h. Sun J. Yee      |



**5. Mileage**

Mileage  
(consent)

It was recommended that the travel allocations listed below be established for the 2015-2016 school year. It is further recommended that the treasurer be authorized to reimburse these individuals upon the submission of verification for such travel at the appropriate mileage rate.

Benjamin Chasen	Technology Specialist	145 Miles
Cynthia Cooney	Technology Specialist	145 Miles

**6. Approval of Transportation**

Transportation  
15-1207-82

Szabo moved and Thurau seconded the recommendation that the Berea Board of Education approve a release for transportation from the Strongsville City Schools for the 2015-2016 school year for Madeline Brilla, who resides at 21370 Willow Lane, Strongsville, Ohio 44149. Madeline will be transported to and from St. Mary's School to a babysitter's residence at 16902 Sandhurst Drive, Berea, via a Berea school bus.

Roll Call: Chapman , Postel , Szabo , Thurau , Tressel   
Nays: None Motion carried

**7. Change Order 3**

Change Order  
15-1207-83

Construction Management At Risk Company

Chapman moved and Szabo seconded the recommendation that the contract between the Berea Board of Education and The Albert M. Higley Company, 2926 Chester Avenue, Cleveland, OH 44114 for the Construction Management At Risk for the Demolition of Frederick Roehm Middle School be changed as follows:

Original Contract:	\$ 2,277,266.00
Previous Change Order 1 & 2	\$ (321,447.00)
Revised Contract thru Change Orders 1 & 2	\$ 1,955,819.00
<b>DEDUCT:</b> Remaining Contingency, Insurance & Taxes, Remaining Payment & Performance Bond	<u>\$ (25,106.45)</u>
<b>New Contract Amount</b>	\$ 1,930,712.55

Roll Call: Chapman , Postel , Szabo , Thurau , Tressel   
Nays: None Motion carried

**8. Columbus State Community College - Memo of Understanding**

Memo of  
Understanding  
15-1207-84

Szabo moved and Tressel seconded the recommendation that the Board of Education approve the Memorandum of Understanding between the Berea City School District and Columbus State Community College regarding College Credit Plus Non-Partner School/District Book Process as shown in the attached document.

Roll Call: Chapman , Postel , Szabo , Thurau , Tressel   
Nays: None Motion carried



9. The policies shown in the exhibits were presented to the Board of Education for a first reading.

Policies  
First Reading

**C. Treasurer's Recommendations**

**1. Consent Agenda of Treasurer's Recommendations**

Consent Agenda  
15-1207-85

1. Thurau moved and Tressel seconded that items C2-C6 be approved as part of the consent agenda. Postel abstained from voting on C2.

Roll Call: Chapman , Postel , Szabo , Thurau , Tressel   
Abstain: Postel – Item C2    Nays: None    Motion carried

**2. Acceptance of Gifts/Donations**

Donations  
(consent)

NOW, THEREFORE, BE IT RESOLVED, under the provisions of ORC 3313.36, the Board hereby declares that acceptance of these gifts does not at this time remove any portion of the public schools from the control of the Board; and

BE IT FINALLY RESOLVED that the Board is appreciative of the generosity of these gifts and the remembrance of this school district and the students, and designates the Treasurer to express the Board's appreciation for these thoughtful gifts.

DONOR	GIFT	TO
Brookdale Senior Living Solutions	Winter hats, gloves & scarves	BCSD Families in Need
Leo and Nancy Potonic	\$200.00	BMHS Memory Garden
Rotary Club of Berea	\$50.00	BMHS Community Fund-Turkey Trot
Dawn Ruebensaal	\$25.00	BMHS-Community Fund - Turkey Trot
Jim Stevens	\$25.00	BMHS-Community Fund - Turkey Trot
Cavanaugh Photography	\$50.00	BMHS-Community Fund - Turkey Trot
Dr. Neal Postel, DDS	\$50.00	BMHS-Community Fund - Turkey Trot
Wendy A. Berndt	\$50.00	BCSD Extend-Ed Program
Sky Zone	10-30 minute Jump Coupons	MHJH Titan Citizenship-Positive Behavior
Glenn Krafcik	Air brushes	MHJH Art Classes
Cavanaugh Photography	\$1,500.00	BMHS Senior Section of the Yearbook
Laura and Frank Shewalter	\$25.00	BMHS Community Fund - Turkey Trot
Berea-Midpark High School PTSA	\$50.00	BMHS Community Fund - Turkey Trot
Kristen and Matt Castelli	\$50.00	BMHS Community Fund - Turkey Trot





Donations  
 (continued)

Sarah Kolis	\$20.00	BMHS Community Fund - Turkey Trot
Richard and Shelley Mack	\$50.00	BMHS Community Fund - Turkey Trot
Humenik Funeral Chapel	\$50.00	BMHS Community Fund - Turkey Trot
Anthony M. Riccio	\$25.00	BMHS Community Fund - Turkey Trot
Philip and Darlene Lyon	\$10.00	BMHS Community Fund - Turkey Trot
Berea-Midpark Athletic Boosters	\$225.00	BMHS-Community Fund - Turkey Trot
Carol and David Hudak	\$25.00	BMHS-Community Fund - Turkey Trot
Berea Federation of Teachers Local 1699	\$50.00	BMHS-Community Fund - Turkey Trot
Greg Soos	\$25.00	BMHS-Community Fund - Turkey Trot
Lisa Cheshier	\$25.00	BMHS-Community Fund - Turkey Trot
Ed and Genevieve Ogurchak	6 foot Metal Table	BMHS Robotic Team 1248
Joe Harder	Craftsman 2.5 HP Radial Arm Saw	BMHS Robotic Team 1248
Indian Touch of Gallup	\$200.00	Brookview - For Student Needs
Knights of Columbus-Council 13984	\$100.00	BMHS-Community Fund - Turkey Trot
American Legion Post 91 Charities	\$100.00	BMHS-Community Fund - Turkey Trot
Nancy Braford	\$25.00	BMHS-Community Fund - Turkey Trot
Todd Kerslake	Laptop	BMHS Robotic Team
McDonalds	2-\$5.00 Gift Cert. Books	MHJH Titan Citizenship-Positive Behavior
Mrs. Patricia Daw	\$10.00	FIS - Student Needs
Dr. C. J. Majcher, D.D.S.	\$50.00	BMHS-Community Fund - Turkey Trot
VFW of Ohio Charities Post 6676	\$500.00	FIS-Team 6A Positive Recognition Supplies
VFW of Ohio Charities Post 6676	\$500.00	FIS-Team 6C Positive Recognition Supplies
VFW of Ohio Charities Post 6676	\$500.00	FIS-Team 6B Positive Recognition Supplies
Shirin and Lawrence Herman	\$26.00	BV-Supplies for Mrs. Sheely's Class
Jill Herrick	\$1,000.00	BCSD-Jill Herrick Teacher Mini Grants
Wayne Romans	6300 Endangered Species Posters	BMHS-Science Classrooms



**3. Appropriations - Modifications, Supplementals and Amended Appropriations Measure Certificate**

Appropriations  
(consent)

It is recommended that, in compliance with Section 5705.40 of the Ohio Revised Code, the Board approve the appropriation modifications and supplement appropriations as shown below and approve the 2016 appropriations to be amended to include the changes as detailed in the document attached below (Amended Appropriation Measure Certificate-Section 5705.412):

FUND/SPCC	DESCRIPTION	INCREASE/DECREASE	AMOUNT
300-1112	Extend Ed Program	Increase	\$ 3,000.00
022-0023	Staff Hall of Fame	Increase	\$ 1,675.00
300-0070	BPM Craft Club	Initial - New	\$ 360.00
003-0000	Permanent Improvement	Increase	\$ 335,000.00
002-3000	Bond	Increase	\$1,160,049.65

**4. Approve Financial Statements and Payments to Vendors**

Financial  
Statements  
(consent)

- a. Approval of financial statements as shown in the attachments below;
- b. Approve total payments to vendors for the month of November 2015 in the amount of \$2,894,500.99.

**5. Approve Certificate of Availability**

Cert. Availability  
(consent)

It is recommended that the Board approve the certificates of availability as listed on the below attachment:

**6. Approval of investments**

Investments  
Statement  
(consent)

Approval of Investments as shown in the attached document

**7. Ticket Sellers/Workers**

Ticket Sellers  
15-1207-86

Tressel moved and Chapman seconded the recommendation that the following un-paid volunteers be approved to sell tickets/work events for the 2015-2016 school year:

- 1. Sheri Petkac
- 2. Geralyn Bosak-Beres

Roll Call: Chapman , Postel , Szabo , Thureau , Tressel

Nays: None Motion carried



**D. Executive Session**

Thurau moved and Chapman seconded the recommendation that the Board of Education move to Executive Session for the purpose of employee evaluation.

**Executive Session  
15-1207-87**

Roll Call: Chapman , Postel , Szabo , Thurau , Tressel

Nays: None Motion carried

Time in: 9:05 p.m.

Tressel moved and Szabo seconded the recommendation that the Berea Board of Education move to Public Session.

Roll Call: Chapman , Postel , Szabo , Thurau , Tressel

Nays: None Motion carried

Time out: 9:50 p.m.

**E. Adjournment**

1. Adjournment

**Adjournment  
15-1207-88**

Thurau moved and Chapman seconded that the meeting be adjourned.

Roll Call: Ayes: Chapman , Postel , Szabo , Thurau , Tressel

Nays: None Motion carried

Time meeting ended: 9:55 p.m.

Date of Approval: 1-11-16  
APPROVED: [Signature]  
ATTEST: [Signature]

