

Public Meeting of the *Cardinal Local* Board of Education

June 14, 2017
6:00 p.m. Regular Meeting
Board Office

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

Ken Klima, President
Wendy Anderson, Vice President
Linda Smallwood
Katie Thomas

Dr. Scott J. Hunt, Superintendent
Merry Lou Knuckles, Treasurer

I. Roll Call:

Ken Klima Wendy Anderson Linda Smallwood Katie Thomas

Pledge of Allegiance

II. Presentation:

A. New Board Member - Oath of Office

Motion _____ Second _____ Vote _____

Motion to appoint _____ as the **new Board Member** to fill the vacancy due to resignation. . S/he will have to run for the unexpired term in November, 2017.

Roll call vote: Ken Klima Wendy Anderson Katie Thomas Linda Smallwood

Oath of Office –New Member –

Sworn in by Treasurer, Merry Lou Knuckles

Do you solemnly swear (or affirm) that you will support the Constitution of the United States and the Constitution of the State of Ohio, and that you will faithfully and impartially discharge your duties as a member of the Board of Education of the Cardinal Local School District, Geauga County, Ohio, to the best of your ability, and in accordance with the laws now in effect and hereby to be enacted during your continuance in said office, and until your successor is elected and qualified:

The answer is "I do".

THE NEW BOARD MEMBER(S) TAKE THEIR POSITION AT THE BOARD TABLE.

B.

III. Hearing of the Public:

A member of the public may address the Board of Education when recognized by the President of the Board. When recognized, please state your name, the group (if any) that you represent, the agenda item you wish you address and attempt to limit your remarks to three minutes.

IV. Discussion Item:

- A. 1st reading, NEOLA Policy Vol. 35, No. 2

V. Superintendent's Report:

1. Action Items: Human Resources/Personnel

Motion _____ Second _____ Vote _____

Motion to approve the following personnel matters:

A. Resignation

- **Daniel Chenoweth**, HS Mathematics, effective August 13, 2017

B. Reduction in Force - Certified Staff

- **1 Paraprofessional**

C. Tutors

- Home Instruction
 - **Ed Schmitke**, 8 hours for student on medical leave, \$24.00/hour
- Extended School Year (ESY)
 - **Stacy Pollock**, 2.5 hours for middle school student, \$24.00/hour
 - **Shaun Spence**, 6 hours for high school student, \$24.00/hour

D. Summer School Instructors

- **Ben Clutter**
- **Jill DeRamo**
- **Kara Gillespie**
- **Elisabeth Robinson**
- **Shaun Spence**
- **Meghan Turon**

E. Long-term Substitutes for the 2017-18 school year

- **Sarah Mast**, Middle School ELA, 1 year limited contract, Step 1
- **Kate Pike**, Kindergarten, 1 year limited contract, Step 6

F. Supplemental Contracts

- **Jimmy Soltis**, Athletic Director, effective July 1, 2017- June 30, 2018; 210 day work year with a max of 1,184 hours/year; .210 HS, .080 MS, \$9,654.39 annually

Athletic

- Athletic Strength Coordinator - **Eric Cardinal**, .040

- Boys Baseball, Asst. Coach (JV) - **Joe DiMattia, Step 1, .08**
- Boys Basketball, Head Varsity - **Jon Cummins, Step 2, .17**
- Boys Basketball, 7th Grade - **Shaun Spence, Step 2, .08**
- Boys Soccer, Head - **Mike Topalian, Step 2, .12**
- Cheerleader Advisor, HS - **Staci Poole, Step 2, .10**
- Faculty Manager - **Sharon Stotts, .12**
- Football, Top Assistant - **Jimmy Soltis, Step 2, .15**
- Football, MS - **John Avalon, Step 0, .08**
- Football, MS - **Kevin Baggett, Step 2, .11**
- Girls Basketball, Head - **Luke Kruse, Step 2, .17**
- Girls Basketball, Top Asst. (JV) - **Joe DiMattia, Step 2, .13**
- Girls Softball, Head - **Dennis Ikeler, Step 2, .12**
- Girls Volleyball, Head - **Kariska Chambers, Step 2, .17**
- Girls Volleyball, Asst. - **Molly Zeigler, Step 2, .13**
- Girls Volleyball, 8th Grade - **Diane Baumgartner, Step 2, .08**
- Girls Volleyball, 7th Grade - **Kalyn Ward, Step 1, .07**
- Golf, Head - **Glenn Travers, Step 1, .07**
- Soccer, MS - **Luciano Ruscitto, Step 2, .08**
- Track, Head - **Greg Cicero, Step 2, .15**
- Track, MS - **Sharon Stotts, Step 2, .06**
- Wrestling, Head - **Jeff Zeigler, Step 2, .17**
- Wrestling, MS - **D.J. Skingel, Step 0, .06**

Co-curricular

- Building Tech, HS - **Jean Jerina, Lee Fenner, split contract .03**
- Building Tech, MS - **Shaun Spence, .06**
- Cardinares/Vocal Music (7-12) - **Vanessa Pintabona, Step 1, .09**
- Class Advisor, Sophomore - **Beth Drebus, .045**
- Class Advisor, Junior - **Candi Peters, .05**
- Class Advisor, Senior - **Meghan Turon, .03**
- Dramatics Production - **Josh Esenwine, .04**
- Marching Band/Concert Band, HS - **Tim Florjancic, Step 2, .16**
- Marching Band/Concert Band, Asst. - **Jeff Williams, Step 2, .06**
- Mentor Teacher - **Melissa Cardinal, .04**
- Mentor Teacher - **Beth Drebus, .04**
- Mentor Teacher - **Jean Jerina, .04**
- Musical Director - **Vanessa Pintabona, Step 1, .08**
- Musical Coordinator - **Josh Esenwine, .04**
- National Honor Society - **Josh Esenwine, .020**
- Student Council Advisor, JES - **Charlotte Torre, .030**

G. LPDC Committee

- **Kim Richards, Chair, \$900.00**
- **Jean Jerina, \$450.00**
- **Laura Murphy, \$450.00**

- **Sherry Peters**, \$450.00
- **Scott Hunt**, \$450.00

Roll call vote: __ Wendy Anderson __ Katie Thomas __ Linda Smallwood __ _____ __ Ken Klima

2. Action Item: Extended School Year

Motion _____ Second _____ Vote _____

Motion to approve Extended School Year (ESY) to the following:

- 8 students to attend **STARS camp** July 5, 6, 7, 10, 11, 12, 17, 18, 18, 24, 25, 26 from 9:00 a.m. - 2:00 p.m.
- 1 student to attend **STARS camp** July 5, 6, 10, 11, 17, 18, 24, 25 from 9:00-11:30 a.m.
- 1 student to attend **Monarch camp** June 19-July 6 from 8:25 a.m.-2:50 p.m. Monday-Thursday
 - Student will attend **CARES camp** July 10-27 from 9:00 a.m.-2:00 p.m. Monday - Friday
- 1 student to attend **CARES camp** June 26-July 27 from 9:00 a.m.-2:00 p.m. Monday-Friday

Roll call vote: __ Katie Thomas __ Linda Smallwood __ _____ __ Ken Klima __ Wendy Anderson

3. Action Item: Certification, Contract, & Vendor Agreements

Motion _____ Second _____ Vote _____

Motion to approve the following certification, contract and vendor agreements:

- **ODE Direct Certification for Safety, Health & Nutrition** for the free lunch program
- Contract with **CARES ESY** for two students to attend
- Vendor **Leah Gongola**, to conduct a Functional Behavior Assessment, 12-15 hours at a rate of \$120/hour (maximum cost of \$1800)

Roll call vote: __ Linda Smallwood __ _____ __ Ken Klima __ Wendy Anderson __ Katie Thomas

4. Action Item: OHSAA 2017-18 Membership

Motion _____ Second _____ Vote _____

Motion to approve the Board of Education/Governing Board Resolution Authorizing 2017-2018 Membership into the **Ohio High School Athletic Association**:

WHEREAS, Cardinal Local Schools of Box 188, Middlefield, OH, 44062, Geauga County, Ohio has satisfied all the requirements for membership in the Ohio High School Athletic Association, a voluntary unincorporated association not-for-profit; and

WHEREAS, the Board of Education/Governing Board (“Board”) and its Administration desire for the schools with one or more grades at the 7-12 grade level under their jurisdiction to be voluntary members of the OHSAA:

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION / GOVERNING BOARD that all schools listed on the reverse side of this card do hereby voluntarily renew membership in the OHSAA and that in doing so, the Constitution and Bylaws of the OHSAA are hereby adopted by this Board as and for its own minimum student-athlete eligibility requirements. Notwithstanding the foregoing, the Board does reserve the right to raise the student-athlete eligibility standards as the Board deems appropriate for the schools and students under its jurisdiction; and

BE IT FURTHER RESOLVED that the schools under this Board’s jurisdiction agree to conduct their athletic programs in accordance with the Constitution, Bylaws, Regulations, interpretations and decisions of the OHSAA and to cooperate fully and timely with the Commissioner’s Office of the OHSAA in all matters related to the interscholastic athletic programs of the schools.

Furthermore, the schools under this Board’s jurisdiction shall be the primary enforcers of the OHSAA Constitution, Bylaws and Sports Regulations and the interpretations and rulings rendered by the Commissioner’s Office. The administrative heads of these schools understand that failure to discharge the duty of primary enforcement may result in fines, removal from tournaments, suspension from membership and/or other such penalties as prescribed in Bylaw 11.

Roll call vote: __ Ken Klima __ Wendy Anderson __ Katie Thomas __ Linda Smallwood _____

5. Action Item: Donations

Motion _____ Second _____ Vote _____

Motion to approve the following donations:

- **Cardinal PTA**
 - Subscriptions to Science Studies weeklies, Social Studies weeklies, book supplies (\$859.60 value)
 - Learning A-Z reading software (\$329.85 value)
 - Nurse station supplies - drinks, snacks, clothing (\$700.00 value)
 - Crayola Packs (\$63.63 value)
- **Cardinal PTO**
 - Transportation costs for 6th grade field trip to Cleveland Aquarium (\$300.00)
 - Spoons for ice cream social (\$15.00 value)
- **East Geauga Kiwanis Club**, toppings for ice cream social (\$50.00 value)
- **Linda Smallwood**, \$50.00 for ice cream social
- **Pioneer Waterland**, 390 complementary Activity Admission Tickets (with rack cards), \$9750.00 value
- **The Nutrition Group**, \$230.00 of supplies for ice cream social
 - Four- 3 Gallon tubs of Vanilla & Chocolate Ice Cream.
 - 1 Case (25Lbs) of Rainbow Sprinkles
 - 6 #10 Cans of Hot Fudge
 - 4 Jars of Maraschino Cherries
 - Napkins
 - 8oz. Bowls

Roll call vote: __ Wendy Anderson __ Katie Thomas __ Linda Smallwood _____ __ Ken Klima

6. Action Item: Facilities Use

Motion _____ Second _____ Vote _____

Motion to approve the use of middle school grounds for fireworks display for Friends of Mike Fenselon Dinner on September 9, 2017 (ATTACHMENT A)

Roll call vote: __Katie Thomas__ Linda Smallwood _____ Ken Klima__ Wendy Anderson

7. Action Item: Lunch Prices

Motion _____ Second _____ Vote _____

Motion to approve a **ten cent increase** to lunch prices at Jordak Elementary for the 2017-18 school year per federal guidelines (price increases to \$2.65 from \$2.55)

Roll call vote: __Linda Smallwood _____ Ken Klima__ Wendy Anderson__Katie Thomas

8. Action Item: Lunch Contract

Motion _____ Second _____ Vote _____

Motion to approve a **1 year service contract with The Nutrition Group, Inc.** for the 2017-18 school year.

Roll call vote: _____ Ken Klima__ Wendy Anderson__Katie Thomas__Linda Smallwood

9. Action Item: Shared Services

Motion _____ Second _____ Vote _____

Motion to approve a **shared services agreement** with the Newbury Local School District for Transportation Director for the 2017-18 school year

Roll call vote: __Ken Klima__ Wendy Anderson__Katie Thomas__Linda Smallwood _____

VI. Treasurer's Report:

A. Motion _____ Second _____ Vote _____

Minutes

Motion to approve the **Minutes** of May 10, 2017, regular meeting and the May 24, 2017, work session/special meeting.

Roll call vote: __Ken Klima__ Wendy Anderson _____ Linda Smallwood__Katie Thomas

B. Motion _____ Second _____ Vote _____

Bills

Motion to approve the bills in the amount of **\$1,095,034.13** (includes payroll) paid during May and those necessary for June.

Roll call vote : __ Wendy Anderson __ _____ __ Linda Smallwood __ Katie Thomas __ Ken Klima

C. Motion _____ Second _____ Vote _____

Financial Reports

Motion to approve the **Monthly Financial Reports** and Cash Reconciliation for the month of May, as submitted. Also approve the amendments to the **Certified Revenues and Appropriations for the month of May** and those necessary for June. General Fund Certified Revenues are \$14,576,136. All Other Fund Certified Revenues are \$3,614,486.62. General Fund Appropriations are \$14,468,007. All Other Fund Appropriations are \$3,483,877.78.

Roll call vote: __ _____ __ Linda Smallwood __ Katie Thomas __ Ken Klima __ Wendy Anderson

D. Interest Income

The School District earned **\$555.14** in interest income for the month of May; fiscal year-to-date total is **\$4,126.39**. Interest rates are: Middlefield Bank – .30% .

E. Motion _____ Second _____ Vote _____

ESC Payment Contract

Motion to approve the **ESC Payment Contract** for special education services rendered.

Roll call vote: __ Linda Smallwood __ Katie Thomas __ Ken Klima __ Wendy Anderson __ _____

F. Motion _____ Second _____ Vote _____

Fiscal Year Closing

Motion to authorize the Treasurer to modify the following to **close the fiscal year** as necessary pending Board approval at the July 12, 2017, Regular Meeting:

- Appropriation Resolution
- Amended Certificate of Resources
- SM1 Spending Plan for FY17

Roll call vote: __ Katie Thomas __ Ken Klima __ Wendy Anderson __ _____ __ Linda Smallwood

G. Motion _____ Second _____ Vote _____

Transfers and Advances

Motion to authorize the Treasurer to make fund to fund **transfers and advances** as necessary to close fiscal year 2017; including those funds pending receipt of Federal Funds due but not yet paid, until approved at July 12, 2017, Regular Meeting.

Roll call vote: __ Ken Klima __ Wendy Anderson __ _____ Linda Smallwood __ Katie Thomas

H. Motion _____ Second _____ Vote _____

Tax Advances

Motion to authorize the Treasurer to **request tax advances** of the County Auditor for July 2017.

Advance Dates - July 7, 2017 July 21, 2017

Roll call vote: __ Wendy Anderson __ _____ Linda Smallwood __ Katie Thomas __ Ken Klima

I. Motion _____ Second _____ Vote _____

Final Certifications and Resolutions

Motion to adopt the **Final Certifications and Appropriations for FY 2017**. (Barring any unforeseen items that will change the budget figures – if needed new certifications/appropriations will be approved at the June 28th meeting.)

FINAL	Beginning of Year Unencumbered Cash	Certified Revenues	Appropriations
General Fund	-107,956.08	14,576,136.00	14,468,007.00
Special Revenue Funds	-65,179.96	1,557,181.62	1,466,730.78
Debt Service Funds	929,580.61	1,079,892.00	1,020,877.00
Capital Projects Funds	46,215.29	312,572.00	350,549.00
Enterprise Funds	12,716.04	583,219.00	575,092.00
Fiduciary Funds	35,649.27	81,622.00	70,629.00
TOTALS	851,025.17	18,190,622.62	17,951,884.78

Roll call vote: __ _____ Linda Smallwood __ Katie Thomas __ Ken Klima __ Wendy Anderson

J. Motion _____ Second _____ Vote _____

Temporary Appropriations FY 2018

Motion to adopt a **Temporary Appropriation Resolution for FY 2018** based on the Estimated Certificate of Resources as approved by the County Auditor and the FY 2017 current revenues and expenditures. These appropriations will allow the School District to operate through the August, 2017, board meeting and beyond.

FINAL	Beginning of Year Unencumbered Cash	Certified Revenues	Appropriations
General Fund	95,771.00	13,131,268.00	10,000,000.00
Special Revenue Funds	19,500.00	891,000.00	635,500.00
Debt Service Funds	958,881.00	1,061,176.00	981,001.00
Capital Projects Funds	82,223.00	303,242.00	300,000.00
Enterprise Funds	4,500.00	330,000.00	225,000.00
Fiduciary Funds	25,000.00	70,500.00	41,500.00
TOTALS	1,185,875.00	15,787,186.00	12,183,001.00

Roll call vote: __ Linda Smallwood __ Katie Thomas __ Ken Klima __ Wendy Anderson __ _____

K. Motion _____ Second _____ Vote _____

Local Government Services Contract

Motion to approve the **LGS Contract** for GAAP reporting assistance and preparation of the annual financial statements and report for FY 2017, 2018 and 2019, at a cost not to exceed \$6,000 per year.

Roll call vote: __ Katie Thomas __ Ken Klima __ Wendy Anderson __ _____ __ Linda Smallwood

L. Motion _____ Second _____ Vote _____

Property Insurance Renewal

Motion to approve the **Property, Fleet, and Casualty Insurance renewal** with Todd Associates/Liberty Mutual Premium costs are \$21,847 for Property and General Liability, \$14,529 for Fleet, \$4,241 for Umbrella, \$1,793 for Inland Marine, \$2,338 for Boiler & Machinery and \$1,101 for Crime, for a total of \$45,849. (An increase of \$1,505 over FY 2016 due to updated property appraisal values and a slight increase in premium costs.)

Roll call vote: __ Ken Klima __ Wendy Anderson __ _____ __ Linda Smallwood __ Katie Thomas

M. Motion _____ Second _____ Vote _____

9.7 Mill Levy Renewal

Motion to approve the adoption of the following resolution:

A RESOLUTION DECLARING IT NECESSARY TO RENEW AN EXISTING CURRENT EXPENSE TAX LEVY AND REQUESTING THE GEAUGA COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE SCHOOL DISTRICT AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THAT RENEWAL LEVY, PURSUANT TO SECTIONS 5705.03 AND 5705.21 OF THE REVISED CODE.

WHEREAS, at an election on November 6, 2012, the voters of the Cardinal Local School District approved a 9.7-mill ad valorem property tax levy for the purpose of current expenses for a period of five years; and

WHEREAS, the authority to levy that 9.7-mill tax expires with the levy on the 2016 tax list and duplicate for collection in calendar year 2017; and

WHEREAS, this Board finds that the amount of taxes which may be raised within the ten-mill limitation by levies on the tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the School District and that, in accordance with Section 5705.21(C) of the Revised Code, it is necessary to renew the existing 9.7-mill tax in excess of that limitation for the purpose of current expenses for a period of five years; and

WHEREAS, in accordance with Division (B) of Section 5705.03 of the Revised Code, in order to submit the question of a tax levy pursuant to Section 5705.21 of the Revised Code, this Board must request that the Geauga County Auditor certify (i) the total current tax valuation of the School District and (ii) the dollar amount of revenue that would be generated by the levy; and

WHEREAS, in accordance with Division (B) of Section 5705.03 of the Revised Code, upon receipt of a certified copy of a resolution of this Board declaring the necessity of the tax, stating its purpose, whether it is an additional levy or a renewal or a replacement of an existing tax, and the Section of the Revised Code authorizing its submission to the electors, and requesting such certification, the County Auditor is to certify the total current tax valuation of the District and the dollar amount of revenue that would be generated by the proposed levy;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Cardinal Local School District, Counties of Geauga and Trumbull, State of Ohio, that:

Section 1. This Board declares that it is necessary to renew the District's existing 9.7-mill ad valorem property tax outside of the ten-mill limitation for the purpose of current expenses, and that it intends to submit the question of that renewal levy to the electors at an election on November 7, 2017, as authorized by Section 5705.21 of the Revised Code.

Section 2. This Board requests the Geauga County Auditor to certify to it both (i) the total current tax valuation of the District and (ii) the dollar amount of revenue that would be generated by the 9.7-mill renewal levy specified in Section 1.

Section 3. The Treasurer of this Board is authorized and directed to deliver promptly to the Geauga County Auditor a certified copy of this resolution.

Section 4. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were held, in meetings open to the public, in compliance with the law.

Section 5. This resolution shall be in full force and effect from and immediately upon its adoption.

Roll call vote: ___ Ken Klima ___ Wendy Anderson ___ _____ ___ Linda Smallwood ___ Katie Thomas

VII. Information:

- June 17 & 24: Music Boosters Car Wash, ACE Hardware, 10:00 a.m. - 2:00 p.m.
- June 28: BOE Work Session/Special Meeting, 6:00 p.m.
- July 4: BOE Office Closed
- July 12: BOE Meeting, 6:00 p.m.
- July 15: Joe Peters Memorial Pig Roast, 12:00 - 8:00 p.m.
- July 26: BOE Work Session, 6:00 p.m.
- July 28: Cardinal Alumni Association Grand Reunion, 5:30 p.m.
- August 9: BOE Meeting, 6:00 p.m.
- August 11: New Teacher Orientation
- August 11: K Orientation (Boys), 9:00-11:00 a.m.
- August 11: K Orientation (Girls), 1:00-3:00 p.m.
- August 14: Teacher Work Day
- August 15: First Day for Students
- August 16: Early Release Day

VIII. Meetings:

June 28: BOE Work Session/Special Meeting, 6:00 p.m.

IX. Legislative Update:

X. Auburn Career Center:

XI. Executive Session:

_____ moves and _____ seconds a motion for the Cardinal Local Schools Board of Education to recess into **executive session** for the following purpose: Consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, or official. Upon conclusion of these executive sessions, the Governing Board President will gavel the Governing Board back into open session at this location. All matters discussed in all executive sessions are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business.

Roll call vote: ___ Ken Klima ___ Wendy Anderson ___ _____ ___ Linda Smallwood ___ Katie Thomas

Motion Approved at _____ P.M. Time Retired: _____ P.M.

Time Returned from Executive Session _____ P.M.

XII. Adjournment:

Motion _____ Second _____ Vote _____

Time Adjourned: _____ P.M.