

**Cardinal Local School District
Regular Meeting
April 12, 2017**

The **Regular Meeting** of the Cardinal Board of Education held at 6:00 p.m. on April 12, 2017, was attended by Ken Klima, Wendy Anderson, Greg McClain, Linda Smallwood and Katie Thomas.

Meeting was opened with the Pledge of Allegiance.

Presentations:

Student Recognition – Mrs. Thomas congratulated the following students:

Mathletes: Last month we recognized the Cardinal Middle School 5th and 6th graders who represented the district at the Greater Cleveland Council of Teachers of Mathematics competition and now this month, we're recognizing 21 seventh and eighth graders who did the same! The competition was held here at CMS on March 4. Events included problem solving, mental math, and the construction of figures. Teams of four contestants practiced twice a week for a month leading up to the competition. Competitors included 7th graders Justin Baker, Avery Kogler, Justine Bell, Olivia Wittlock, Tia Johnson, Mia Polomsky, Stevie Harper, Chloe Dubasik, Megan Ehrhart, Olivia Osburn, Josiah Kirven, Anthony Ludlow, Colby Turon, Brenden Sly, and John Avalon. 8th graders were Josh Silva, Joseph Soltis, Samuel Layman, Micah Gyorki, Brandon Collins, and Jerry Rose. Thank you Mathletes for representing us well!

Xtramath Masters: There's a trio of "math masters" in 2nd grade! Izzabell Lingler, Amber Penn, & Emily Pleva have all each mastered 100 addition, subtraction, multiplication, and division facts on XtraMath.com. Xtramath is a free, online tool designed to help students master math facts. Teachers say these students have taken home flash cards and practice their math facts in school any chance they get. JES principal Ms. Bearer rewarded each of them with a special certificate for their outstanding accomplishment. Congratulations ladies - we hope you and your classmates keep up the great work.

Presentations:

Reno Contipelli, OSBA, Service Awards – Mr. Contipelli is here tonight to recognize board members with 10 years or more of service. Wendy Anderson has been a board member for ten years and Ken Klima has been a board member for 20 years. There are 3,500 board members in Ohio and most do not serve more than one term.

Task Force on School Operations – Dr. Hunt stated many of the folks who participated in the Task Force are here tonight. In the summer before this school year, the Board had a discussion about the District, the programming, what we have to offer, and where we need to be. We will use this information to start to build a strategic plan. The Committee includes the superintendent, board members, teachers, staff, and community members. The areas of focus are cost containment, salary and benefits, economic development, energy conservation, capital projects and student fees. They spent meetings together going over the information needed and received and how to go from there. Tonight they will give an overview from each group and their recommendations. The Board will need time to review the items before taking the next steps.

Cost Containment - Carl Horning reported they met with Brian Kelly in maintenance and Janice Benton in food service management. Janice works with an outside company to provide food service operation to the District. 46% of our students are on free or reduced lunches and the same pay no or reduced fees. The buildings are clean and well maintained. Brian does a good job as does Janis. An Energy audit was done with Brewer Garrett which updated the lighting and boilers. We need to look at roofs as a priority. Supplies are bid through the state to save money. Only one bid was received for snow plowing and the food service program. Transportation is doing well right now. The Middle School has to run the air conditioner unit year round since the windows do

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not open. **Recommendations** – Pursue grant money for major repairs and upgrades, consider if a building needs to be open and when it needs to be open, and review the rental fees for outside groups.

Dave Noble asked if anyone talked to Kenston about the wind turbine. Mrs. Smallwood replied yes, they saved \$30,000 on the first one and about \$100,000 on the second one. We would have to look into the air space for the airport to consider this option. Dr. Hunt recommends we look into this further. Mr. Noble asked about the oil wells on the property. Ms. Knuckles stated we get a small amount of money for the gas wells on the property. It was more beneficial to sell it than to tap into it.

Salaries and Benefits – Sandra Stocz Fenton reported there were five people in their group. They wanted to look at the revenue stream. There are lots of students with unpaid fees. The federal revenues are based on free and reduced qualifications. They feel we could encourage families to complete the necessary paperwork to qualify and that will bring in more money to the District. Looking at our millage compared to other Geauga County Districts, we are at 60.6 mills with the 9.7 mill levy renewal and the 5.5 mill levy of new operating monies. Berkshire is at 52.3, West Geauga is at 55.5, Newbury is at 74.1, Chardon is at 76.8 and Kenston is at 90.6. Looking at the base salary rate, Cardinal is the second lowest in the county. We are at \$33,291, Newbury is at \$32,624, Berkshire is at \$34,895, Chardon is at \$37,175, West Geauga is at \$39,239 and Kenston is as \$39,607. With inflation we should be at \$37,904. The base has not increased in many years. This needs to be changed to maintain quality teachers. Since 2011, there has been a 22% increase in inflation but only a 7.8% increase in the base salary. Teachers have saved the District about \$3 million with no increase in the base rate. Benefits for the District show high premiums and a small base of members. Any fluctuations hurt the premium rate. Compared to other districts, Cardinal has the highest out of pocket and office costs. The District is working towards being accepted into a consortium to save money. Her numbers are based on the information given to her. What has the District done to save money in insurance costs? They have changed carriers, changed brokers, established a wellness committee, and held a Weight Watchers Program onsite. When enrollment drops, staffing has to drop as well. The teacher to student ratio is 19:1 we are in line with the state maximum of 25:1. Supplemental contracts are needed to build up education. There are no self-funded supplementals. The **recommendations** are to increase the pay-to-participate fees to cover the full cost of the sport, increase the booster support, get corporate sponsors, enhance fundraising activities and get more alumni support. We need to make sure each contract is right for the school and the cost / service benefit is there. **Recommendations:** Reduce unpaid student lunch fees and increase federal lunch program participation, join a consortium for insurance purposes, increase the cash flow and reserves to be able to increase financial rating and to be able to borrow funds, while staffing levels are adequate, the wages are not keeping up with inflation and are non-competitive so consider an increase to base wages before hiring staff, and finally review purchased services agreements for the best deal.

Economic Development – John Oros reported that he lives in Middlefield Township and has adopted two boys who are in 5th grade. He wanted to thank everyone for all they do for the District. His group included Patrick Robinson and Tom Neikirk. They recommend looking at an earned income tax as it could be more equitable since it is based on wages. Real estate collections are not very equitable. Tax Abatements do exist in Middlefield to drive economic development. They wondered if discussions were held to get the revenues sooner and if the abatements could be less restrictive. We need to develop new and innovative ways to communicate to the community about the economic development and what do they want from Cardinal School District. They reviewed the profit and loss sheet and feel the community needs to understand the ins and outs. There is not a big boom in the county, some new buildings but not a lot to generate more taxes. There is a revaluation in 2017 per the County Auditor which will be in effect next year.

Ms. Knuckles asked if she could briefly discuss the income tax. It is a good situation but one you need to plan for at least three years in advance. The first year you would put it on the ballot, the second year the employers take the tax out, the third year everyone files and the school then gets the taxes due to it. When she first started

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at the two Schools, Cardinal and Berkshire, Berkshire was going for an earned income tax which is paid by those residents receiving a W2 or a 1099-MISC. The figures used to calculate the expected income were the figures filed two years prior. After the tax passed the income base fluctuated and the amount of revenue was not consistently the amount anticipated, unlike a real estate tax where you know it will bring in a certain dollar value.

Capital Project – Brian Kelly reported the middle school boilers were not updated with the others in the energy project. The middle school is now 15 years old and the life expectancy of a boiler is 8-10 years. Basically to sum it up – there is no money for these repairs as the kids come first. Ms. Knuckles supplied some figures for us over the last five years, but is it hard to talk about capital projects as the schools are way behind in repairs. Kudos to the custodians and the maintenance men for doing all that they do to keep the buildings clean and operational. It is difficult to find cost containment issues here since we are already cutting costs and band-aiding things now. We need the levy to pass so we have some repair money. We have failed roofs right now. They are in bad shape. We are paying \$100,000 for 30,000 sq.ft. of roofing to be done this summer. Jordak cafeteria tables are welded and repaired multiple times and we really need new ones. The single pained windows need replaced. The middle school cannot replace the windows or open them, so the HVAC system has to be running all the time to keep from getting a “sick” school. We have lots of out of date equipment and cannot run them efficiently without repairs. To pick and choose priorities is a nightmare. Do we heat a school or keep it from leaking? Do we continue to throw away money on a band-aid approach? This year the summer clean-up is going to be much different as he has been cut back to two summer helpers at \$10 an hour. We have to move teachers and a whole building this year. They will come back to a clean building but some things will not get done as they have in the past. If we pass this levy our bond rating should go back up and we can apply for QZAB grants. These are 25 year interest free bonds. We would then be able to start at ground zero and truly repair our buildings. **Recommendations:** Pass the levy!! Work towards QZAB grant and make a video to document the school’s condition and what it cost to keep it going. Capital projects right now are more like Capital band-aids.

Dr. Hunt wanted to clarify that capital projects are not general fund money, they come from the PI money. Mr. Kelly stated the PI money is juggled between maintenance, transportation and technology. It is hard, the custodial staff truly cares about this District. Janice Benton added that she is working on another cafeteria equipment grant. Mr. Kelly said his eyes were opened when he go this job about the cost to keep things going.

Student Fees – Kelly Bearer reported they looked at the whole fee structure, from sports and music to lunch fees and student fees. They found that the student fee structure is comparable to other schools in the area with similar demographics. Garway, Grand Valley and Franklin are comparable. The biggest difference is the PTP fees. We have about 50% free and reduce students and the other 50% of students have about a 25% collection rate. **Recommendations:** Combine the booster groups into one organization and work together for all sports and music. Each family pay the same amount for start-up money and then the group works to raise money for all activities. Have a sliding scale based on income – not as popular. Take the cost of the sport and divide by the number of kids participating. This is what was done for spring sports. Get sponsorships from corporate America.

Dr. Hunt thanked the committee members for the time they put into this project. As John touched on earlier it is up to the community to let us know what they want for the school district. A lot will hinge on what happens in May. It is all about the 1,000 plus kids who come to our buildings. It comes down to what you want for our kids. We have been teetering. We will review this information, pull some groups together and move forward from here. There will a push for greater involvement. We all appreciate the work. *Mrs. Anderson also thanked the community members and asked them to take the experience out to others as she was sure it was eye opening. People say we waste money, but now you have seen what we do and know we do not waste money.*

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Board Action:

Board Member Resignation

Mrs. Anderson moved and Mrs. Smallwood seconded a motion to approve the resignation of Board Member Greg McClain, effective May 25, 2017.

Mr. Klima stated he would be missed. Mr. McClain said thank you, but this is a great opportunity he could not walk away from.

Roll call vote:

Ken Klima, aye Wendy Anderson, aye Katie Thomas, aye Linda Smallwood, aye Greg McClain, Abstain

Mr. Klima stated the Board will entertain letters of interest for the open seat and they will appoint someone to complete this calendar year. The seat will be open in November to complete the remaining two years of the unexpired term. *Ben Garlich asked how many would be running in November.* Mr. Klima replied Linda Smallwood, himself and the open position. Hopefully we will get some letters by the April 26th work session to review. We need to fill the seat within 30 days after the resignation is in effect, so that would be June 25th. Please send letters to the Board Office.

Superintendent's Report

Action Items:

Human Resources/Personnel

Mrs. Anderson moved and Mrs. Thomas seconded a motion to approve the following personnel matters:

Tutors - After school, for the 3rd grade Ohio Online State Test; \$24.00/hour (to be paid with Title I money).

- Camille Becker
- Christine Hiller
- Janice Maxwell
- Elisabeth Robinson
- Luciano Ruscitto

Limited Contract

- Amanda Hamrle, JES Cafeteria Monitor, effective March 20, 2017; Level 1, Step 0

Roll call vote:

Wendy Anderson, aye Katie Thomas, aye Linda Smallwood, aye Greg McClain, aye Ken Klima, aye

Graduates

Mrs. Thomas moved and Mrs. Smallwood seconded a motion to approve the following graduates from Cardinal High School in January 2017:

- Justen Lunger
- Mario Moore
- Merry Morris

Roll call vote:

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Katie Thomas, aye Linda Smallwood, aye Greg McClain, aye Ken Klima, aye Wendy Anderson, aye

Donations

Mrs. Anderson moved and Mr. McClain seconded a motion to approve the following donations:

- o Dairy Queen, \$1,000 to CMS Art Program
- o North Coast Sales & Maintenance, CHS gym floor finish/cleaner, \$1,817.62.

Roll call vote:

Linda Smallwood, aye Greg McClain, aye Ken Klima, aye Wendy Anderson, aye Katie Thomas, aye

Bus Request

Mrs. Thomas moved and Mrs. Anderson seconded a motion to approve the request from Woodland Hills Amish School to use a district school bus for a field trip to the local airport and a local factory on Burton-Station Rd. at no cost to the District; trip would take place April 20 or 21, 2017; \$28/hour for the driver, \$2/mile.

Mr. Klima stated we have done this in the past.

Roll call vote:

Greg McClain, aye Ken Klima, aye Wendy Anderson, aye Katie Thomas, aye Linda Smallwood, aye

Grant

Mrs. Anderson moved and Mrs. Smallwood seconded a motion to approve a grant from the Martha Holden Jennings Foundation in the amount of \$15,148, to purchase reading software licenses for students in grades 3-8.

Roll call vote:

Ken Klima, aye Wendy Anderson, aye Katie Thomas, aye Linda Smallwood, aye Greg McClain, aye

Treasurer's Report:

Minutes

Mr. McClain moved and Mrs. Thomas seconded the motion to approve the minutes of the March 8, 2017, regular meeting and the March 22, 2017, special/work session meeting.

Roll call vote:

Ken Klima, aye Wendy Anderson, aye, Greg McClain, aye Linda Smallwood, aye Katie Thomas, aye

Bills

Mrs. Thomas moved and Mrs. Anderson seconded a motion to approve the bills in the amount of \$1,249,888.83 (includes payroll) paid during March, 2017, and those necessary for April, 2017.

Roll call vote:

Wendy Anderson, aye Greg McClain, aye Linda Smallwood, aye Katie Thomas, aye Ken Klima, aye

Financial Reports

Mrs. Anderson moved and Mr. Klima seconded a motion to approve the SM1, the Monthly Financial Reports and Cash Reconciliation for the month ending March 31, 2017, as submitted. Also approve the amendments to the Certified Revenues and Appropriations for the month of March, and those amendments necessary for April. General Fund Certified Revenues are \$14,414,822. All Other Fund Certified Revenues are \$3,555,969.62. General Fund Appropriations are \$14,306,626. All Other Fund Appropriations are \$3,422,789.78.

Roll call vote:

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Greg McClain, aye Linda Smallwood, aye Katie Thomas, aye Ken Klima, aye Wendy Anderson, aye

Interest Income

The School District earned \$315.43 in interest income for the month of March; fiscal year-to-date total is \$3,051.12. Interest rates are: Middlefield Bank – 0.30%.

Then and Nows

Mrs. Thomas moved and Mr. McClain seconded a motion to approve the following Then and Nows, due to timing issues for:

- Bellefaire JCB in the amount of \$19,875.
- Mentor EX Village School in the amount of \$38,028.89.

Roll call vote:

Linda Smallwood, aye Katie Thomas, aye Ken Klima, aye Wendy Anderson, aye Greg McClain, aye

Transfers

Mrs. Anderson moved and Mrs. Smallwood seconded a motion to approve the following transfers from the General Fund:

- To the Food Service Fund, \$50,000 to cover deficit operating balance.
- To the Online Learning funds, \$35,087.41, move to special cost centers for tracking purposes.
- To the Energy Conservation Bond fund, \$6,087.44, interest payment.

Roll call vote:

Katie Thomas, aye Ken Klima, aye Wendy Anderson, aye Greg McClain, aye Linda Smallwood, aye

Worker's Compensation

Mr. McClain moved and Mrs. Anderson seconded a motion to approve the Group Rating Program with Sheakley for 2018 Workers Compensation insurance, at a cost of \$29,220 with discount; savings of \$11,692.

Roll call vote:

Ken Klima, aye Wendy Anderson, aye Greg McClain, aye Linda Smallwood, aye Katie Thomas, aye

Information:

- April 14: No School - Good Friday
- April 17: No School - Conference Compensatory Day
- April 19: Interim Grades Posted in IC
- April 21: CMS Mother/Son Game Night (5th & 6th grades only)
- April 26: Early Release Day
- April 26: District Tech Conference
- April 26: BOE Work Session, 6:00 p.m.
- May 2: Teacher Appreciation Day
- May 3: Early Release Day
- May 4: JES/CIS Grandparents Day / Plant Sale / Book Fair (K-2 only), 9:00-10:30 a.m.
- May 5: JES/CIS Grandparents Day / Plant Sale / Book Fair (K-4), 9:00 - 10:30 a.m.
- May 5: CMS Q & A for Incoming 5th Graders, 6:00 - 6:45 p.m.
- May 5: CMS Talent Show, 7:00 p.m.
- May 6 & 7: JES/CIS/CMS Art Showcase, Middlefield, Historical Society, 11:00 a.m. - 4:00 p.m.
- May 10: Early Release Day
- May 10: BOE Regular Meeting, 6:00 p.m.

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Legislative Update:

Mrs. Anderson reported the budget bill is a work in progress. The General Assembly is on leave right now. Changes are coming to graduation requirements; there will be three options. Voucher program expansion is in discussion as well. *Mr. McClain asked if the legislation or the state superintendent that want to make the changes.* Dr. Hunt stated the state superintendent made the recommendations to the legislature with changes to the tests as well. 35% of students are not meeting the point system to graduate, they are making adjustments. *Mr. McClain stated sounds like the superintendent is actually working for the kids! Nice.*

Auburn Career Center:

Mr. Klima reported preliminary enrollment is down five students, but it should be full by this fall. The new superintendent wants to review the programs and work on adult education courses. At one time they had 1,500 students and now they are down to 200. It has been suggested to have satellite locations at Cardinal and other schools. Summer projects include \$350,000 for air conditioner units; three units at \$100,000 apiece. He is excited about the possibility of adult classes here.

Adjournment:

Mrs. Thomas moved and Mrs. Anderson seconded a motion to adjourn the meeting.

Meeting adjourned at 7:32 P.M.

Roll call vote: unanimous yes.

Kenneth Klima, President

Merry Lou Knuckles, Treasurer