

**Cardinal Local School District
Regular Meeting
April 11, 2018**

The **Regular Meeting** of the Cardinal Board of Education held at 5:30 p.m. on April 11, 2018, was attended by Ken Klima, Wendy Anderson, Barb Rayburn, Linda Smallwood and Katie Thomas.

Executive Session:

Mrs. Anderson moved and Mrs. Thomas seconded a motion for the Cardinal Local Schools Board of Education to recess into executive session for the purpose of Employee Contracts. Upon conclusion of this executive session, 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. Board Only.

Motion Approved at 5:30 P.M.

Time Retired: 5:31 P.M.

Time Returned from Executive Session 6:20 P.M.

Roll call vote:

Ken Klima, aye Wendy Anderson, aye Barb Rayburn, aye Linda Smallwood, aye Katie Thomas, aye

Meeting was opened with the Pledge of Allegiance.

Student Recognition:

Ohio Lottery All Star: Huskie Hoorays to 3rd grader Emily Pleva on her selection as an Ohio Lottery Partners in Education Academic All-Star for the month of February! The program recognizes students in grades K-12 who demonstrate outstanding academic achievement, community involvement, citizenship, and leadership in and out of the classroom. Emily was nominated by teacher Mrs. Melissa Cardinal who says, "She is very bright and sets an excellent example for her peers because of her dedication to achieve. She constantly displays appropriate and dependable behaviors." Emily currently holds a 4.0 GPA, is the district's Spelling Bee Champion, plays rec soccer, basketball, and softball, and participates in Girl Scouts. Only one student from each of the Ohio Lottery's nine regions is chosen to receive the honor each month. Congratulations and way to go Emily!

CAVS Straight A All-Stars: Congratulations to JES 3rd graders Ivy Kaminski & Nova Young on being selected as Cleveland Cavaliers Straight A All-Stars! Every year the Cavs and Westfield Insurance reward K-8 students in Ashtabula, Cuyahoga, Erie, Geauga, Lake, Lorain, Medina, Portage and Summit counties who receive straight A's in both the first and second grading periods. All of those students receive personalized certificates and a special prize. In addition, 300 students are randomly chosen to receive two tickets to a Cavs home game and an official Straight A All-Stars t-shirt! Ivy and Nova enjoyed the Cavs game on Saturday, March 3rd! Congratulations ladies and keep up the great work! Thank you Cavs and Westfield Insurance!

Math Competition: Some of our middle school students have put their math skills to the test! In February, 12 fifth and sixth graders competed in the Greater Cleveland Council of Teachers of Mathematics (GCCTM) problem solving competition. Students did a great job earning two red ribbons and one blue ribbon! Fifth grade participants were: Randall Faulhaber, Mitchell Massey, Ayden Maze, and Carter Sindelar. Sixth grade participants included: Emma Geesling, Lillian Katz, Anna Layman, Allison Blasko, Ryan Nelson, Nicholas

Cardinal Local School District
Regular Meeting
April 11, 2018

Germano, Jackson Puruczky, and Jamie Marlowe. Congratulations to all of you on your hard work and representing our district so well! 7th and 8th graders also participated in the event and they will be recognized at our May meeting.

Skills USA: Congratulations to CHS Senior Zack Folk who recently won the regional Skills_USA contest in Automotive Technology at Auburn Career Center. He will now go on to compete in the State competition later this month. We are also excited to share more news about Zack; he is the first student that has been officially accepted into the Ford Asset Program being sponsored by Preston Superstore at Cuyahoga Community College! Preston is sponsoring Zack in the program. For the next 8 weeks, Zack will take the Ford Asset classes at Tri-C during the day and then work at Preston in the afternoons, evenings, and on weekends. Zack will apply what he's learning in the classroom to his work for Preston and hopefully earn a job with Preston once the classes have been completed. Congratulations Zack and good luck!

Presentations:

Strategic Plan – Dr. Hunt invited Sally Breyley Parker tonight to share about the Strategic Plan. Just a bit of history first. Last year we pulled together a task force of an eclectic group of staff, teachers, and community members to review and make suggestions for improvements to the District. Many of those suggestions have been put in place. The task force morphed into a strategic planning group and added new people to the mix. This is a living plan for the next three years and not a ten year plan to sit on the shelf. *Mrs. Parker thanked the Board for having her back to a meeting. Dr. Hunt brought together a big group of people from all sides of the District. We held a few meetings before we set up Community Café. The attendance was good and we will continue to hold others. The intention was to get people talking and we gained valuable information from that meeting. When we kicked off the planning process we had about 12-18 people at each meeting. We discussed the “Cardinal Soul” and did work around why Cardinal exists. We captured images and ideas of this incredible school district. We worked to prepare a purpose statement, a vision and the five core values. These five core values will guide everything that is done. Those core values are learning, teamwork, respect, caring and safety. Dr. Hunt stated this is not his plan or the Board’s plan. It took the community to pull this together and see where we want to be in the future.*

Mrs. Parker continued, the ground work was laid. We found the heart and soul of the District and honed in on three primary goals – the “what” needed to build a really solid foundation.

- 1. Establish as a model for life-long learning.*
- 2. Partners with the community.*
- 3. Financial sustainability.*

From there we came up with five integrated strategies.

- 1. High Quality Educational Experience*
- 2. High Performance Whole System*
- 3. Streamline Operations*
- 4. Marketing and Communications – Get the brand out there.*
- 5. Financial Sustainability/Management*

Dr. Hunt said Mrs. Parker is a facilitator and not an implementer. Under High Quality Education for next year we want to develop transitional programming, work on how we let parents know the learning that is happening in our buildings, connect with a Cardinal Business Collaborative. Under the High Performance District we have some pieces in place about how we deliver the positives happening here at Cardinal and we are going to be working with the Alumni Association to branch out even further. Under Streamline Operations we currently are reviewing projects to improve the Cardinal campus with the newly acquired bond money. Under Strategic Marketing we will continue to review ways to improve communications with the parents and the community.

**Cardinal Local School District
Regular Meeting
April 11, 2018**

Under Financial Sustainability we will be extending the discussions in the non-levy years and consider technology choices like the Online Checkbook. The bulk of the work is in building these pieces. We had a good discussion last Friday evening about accountability. We are considering a Measurement/Accountability Team based on the Core Team of participants. There will be progress monitoring of goals and strategies at quarterly meetings, board updates, presentations and critical action items to be encompassed by the group. *Mrs. Parker said the devil is in the details. When you start implementing the plan you will get to more details. It is a dynamic process which includes support for the teams implementing the processes and strategies. There are Critical Action Items Worksheets to be completed for each step of the Plan. Take Curriculum for example, this worksheet would step out what needs to be done to improve it overall and who owns it. The teams will populate the interactive forms to guide the process and progress. She has done this in other groups successfully.*

Dr. Hunt quoted Simon Sinek, "People don't buy what you do, they buy why you do it." It is about our kids and our community. It does not take into account everything we do here at the District, as we have to do things based on state and federal laws, but it gives us a foundation. *Dr. Sabol wanted to reiterate how much she appreciated the integration of the groups. We as teachers have "teacher speak" which is all of the acronyms we regularly use, then there is parent talk, business talk and community talk. We were brought together and got break those down so everyone is on the same page with the same language and we were able to move forward.* John Oros appreciated the fact there was a lot of buy in during the process. He was just in Phoenix, Arizona and there is just something to say about our small community. It was a good process. *Sarah Mast liked the diversity of students, teachers, alumni, business folk and the Amish community all working together for the good of the schools.* Mrs. Parker said the meetings took place in the afternoons and into the evenings where we had a ton of fun and worked very hard to pull things together and establish a foundation to go forward. *Mrs. Thomas thanked all of those who participated. You have to have a passion to commit to a project like this. We appreciate the work and time. Now we have a path to follow. We will have bumps in the road but we will continue to move forward.* Mr. Klima stated the bumps in the road mean you've done it right! *Mrs. Parker thanked the Board for allowing her to be a part of this community.*

Superintendent's Report

Action Items:

Human Resources/Personnel

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

- A. New Employee
 - Nicholas John Sass, Head Mechanic, Step 15, Level 3 - Confidential Index, effective April 3, 2018.
- B. Resignation
 - Megan Cameron, MS ELA teacher, effective March 29, 2018.
- C. Volunteer
 - Todd Barcikowski, JV baseball, pending completion of paperwork.
- D. 2018-2019 Employment contracts, effective August 1, 2018

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**Cardinal Local School District
Regular Meeting
April 11, 2018**

Continuing Contract

- Jill DeRamo, HS Guidance Counselor
- Tim Florjancic, MS/HS Band
- Kara Gillespie, HS Math
- Kathryn Gladwell, HS Intervention Specialist
- Adam Johnson, 5th grade Math/Science
- Joel Kithcart, JES Music
- Luciano Ruscitto, MS Intervention Specialist
- Joe Sherman, 6th grade SS/Science
- Mike Topalian, 3rd grade

Multi-Year Contract (2018-19, 2019-20)

- Daniel Cappelucci, MS Math/Science
- Joshua Esenwine, HS Science
- Ipce Flores, HS Spanish

1-Year Contract (2018-19)

- Emily Figliano, MS Guidance Counselor
- Tyler Jones, HS Math
- Alysha Makowski, School Nurse
- Sarah Peters, SLP
- Vanessa Pintabona, MS/HS Music

CLASSIFIED

Continuing Contract

- LaRue Westover, Van Driver

1-Year Contract (2018-19)

- Samantha Fix, Crossing Guard
- Amanda Hamrle, JES Cafeteria Aide
- Courtney Schroeter, Health Aide

CONFIDENTIAL

Continuing Contract

- Paulette Cutujian, Psychologist

Roll call vote:

Wendy Anderson, aye Barb Rayburn, aye Linda Smallwood, aye Katie Thomas, aye Ken Klima, aye

Field Trip

Mrs. Thomas moved and Mrs. Rayburn seconded a motion to approve a Field Trip to Progressive Field in Cleveland on May 9, 2018, for student-athletes (grades 6-11) who meet the fall sports fundraiser incentive.

Roll call vote:

Barb Rayburn, aye Linda Smallwood, aye Katie Thomas, aye Ken Klima, aye Wendy Anderson, aye

**Cardinal Local School District
Regular Meeting
April 11, 2018**

Agreements

Mrs. Anderson moved and Mrs. Smallwood seconded a motion to approve the following agreements:

- Lease agreement with the YMCA of Greater Cleveland to lease space at Jordak Elementary and Cardinal Intermediate from June 4, 2018-May 28, 2019, at a rate of \$800/month to use from 7:00 a.m. - 6:00 p.m. five days a week as a child care/day camp (ATTACHMENT A)
- Agreement with Lake County ESC to provide the software, professional development/product training, and user assistance at quantity pricing to the District effective March 1, 2018-February 28, 2022. (ATTACHMENT B)

Mrs. Smallwood asked if the YMCA will start this summer when school is out. Dr. Hunt replied there will be a family evening planned on May 17th as a parent night for title programming and the Y will give an overview of the curriculum and program for this summer.

Roll call vote:

Linda Smallwood, aye Katie Thomas, aye Ken Klima, aye Wendy Anderson, aye Barb Rayburn, aye

Bus Usage

Mrs. Thomas moved and Mr. Klima seconded a motion to approve the following district bus usage:

- Newcomb Road Amish School for a field trip on April 11 to Corner Field Model Railroad Museum and Hobby in Huntsburg at no cost to the district.
- Cardinal After Prom Committee for use of two busses to transport students to and from Zip City in Streetsboro May 5/6th from 11:30 p.m. - 4:30 a.m. for After Prom.

Roll call vote:

Katie Thomas, aye Ken Klima, aye Wendy Anderson, aye Barb Rayburn, aye Linda Smallwood, aye

Disposal of Equipment

Mrs. Anderson moved and Mrs. Rayburn seconded a motion to approve the sale/disposal of any/all CHS weight room equipment that is no longer used and/or broken. Profits will be used to upgrade weight room facility.

Roll call vote:

Ken Klima, aye Wendy Anderson, aye Barb Rayburn, aye Linda Smallwood, aye Katie Thomas, aye

Donations

Mrs. Smallwood moved and Mrs. Thomas seconded a motion to approve the following donations:

- Cardinal Music Boosters
 - \$560.00 for expenses for the Drama Club trip to the State Thespians Conference
 - \$120.00 for Musical luncheon food on March 17, 2018
 - \$1,285.75 for Musical riser rental
- CMS Student Council
 - \$250 for snacks during testing
 - \$500 to CIS science lab
- Geauga Achieve, \$1,500 to Athletic Department
- Loze Enterprises, LLC., \$60.00 costume rental for JES Superhero breakfast

**Cardinal Local School District
Regular Meeting
April 11, 2018**

- Nutrition Group, 16 cases of water (estimated value: \$64.00)

Roll call vote:

Wendy Anderson, aye Barb Rayburn, aye Linda Smallwood, aye Katie Thomas, aye Ken Klima, aye

Treasurer's Report:

Minutes

Mrs. Thomas moved and Mrs. Anderson seconded the motion to approve the minutes of the March 14, 2018, regular meeting.

Roll call vote:

Ken Klima, aye Wendy Anderson, aye, Barb Rayburn, aye Linda Smallwood, aye Katie Thomas, abstain

Bills

Mrs. Thomas moved and Mrs. Anderson seconded a motion to approve the bills in the amount of \$1,125,427.88 (includes payroll) paid during March, 2018, and those necessary for April 2018.

Roll call vote:

Wendy Anderson, aye Barb Rayburn, aye Linda Smallwood, aye Katie Thomas, aye Ken Klima, aye

Financial Reports

Mrs. Thomas moved and Mrs. Anderson seconded a motion to approve the SM1, the Monthly Financial Reports and Cash Reconciliation for the month ending March 31, 2018, 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 \$15,106,990. All Other Fund Certified Revenues are \$3,259,912.36. General Fund Appropriations are \$15,162,562. All Other Fund Appropriations are \$3,264,804.06.

Roll call vote:

Barb Rayburn, aye Linda Smallwood, aye Katie Thomas, aye Ken Klima, aye Wendy Anderson, aye

Interest Income

The School District earned \$748.49 in interest income for the month of February, fiscal year-to-date total is \$4,205.07. Interest rates are: Middlefield Bank – 0.30%.

Workers' Compensation

Mrs. Thomas moved and Mrs. Smallwood seconded a motion to approve the Group Rating Program with Sheakley for 2019 Workers' Compensation insurance at a cost of \$26,857 with discount; savings of \$2,363.

Roll call vote:

Linda Smallwood, aye Katie Thomas, aye Ken Klima, aye Wendy Anderson, aye Barb Rayburn, aye

Information:

- April 13: Kiwanis Fish Fry, 4:30-7:00 p.m. - CMS
- April 18: Early Release Day
- April 18: CMS PTO Meeting, 6:30 p.m.
- April 23: Music Booster Meeting, 7:00 p.m.
- April 25: BOE Special Meeting/Work Session, 6:00 p.m.
- April 27: Kiwanis Fish Fry, 4:30-7:00 p.m. at CMS

**Cardinal Local School District
Regular Meeting
April 11, 2018**

May 2: Early Release Day
May 3-4: JES Grandparents Day/Plant Sale/Book Sale
May 4: CMS Family Night (Incoming 5th graders), 6:00 p.m.
May 4: CMS Talent Show, 7:00 p.m.
May 5: Prom, 7:00 p.m.
May 7-11: Teacher Appreciation Week
May 7: Athletic Boosters Meeting, 6:00 p.m.
May 7: CHS Spring Choir Concert, 7:00 p.m.
May 8: CMS Band Concert, 7:00 p.m.
May 9: Early Release Day
May 9: BOE Meeting, 6:00 p.m.
May 10: Kindergarten Concert, 6:30 p.m.
May 11: Cardinaires Dinner Show, 7:00 p.m.
May 14: CMS Choir Concert, 7:00 p.m.
May 16: Early Release Day
May 16-17: 8th Grade Trip to Gettysburg
May 17: Senior Clap Out/Dinner/Awards
May 18: Kiwanis Fish Fry, 4:30-7:00 p.m. at CMS
May 19: Graduation, 10:00 a.m.

Meetings:

April 25 – Special Meeting/Work Session, 6:00 p.m.

Dr. Hunt has been accepted into the Harvard Business School for Superintendents and will be out of town from May 6 – 9th. This program is at no cost to the District. He would like to see if the Board would change the May 9th meeting to May 15th. The Board agreed to move the meeting to May 15, 2018 at 6:00 p.m. The appropriate notifications will be made.

New Business:

Strategic Plan – The approval of the Strategic Plan was left off of the agenda. Dr. Hunt would like to add it now.

Mr. Klima moved and Mrs. Anderson seconded a motion to approve the Strategic Plan as presented.

Mrs. Thomas asked if they would be getting a copy of the plan. Dr. Hunt said yes.

Roll call vote:

Ken Klima, aye Wendy Anderson, aye Barb Rayburn, aye Linda Smallwood, aye Katie Thomas, aye

Head Mechanic Services - Dr. Hunt stated we hired the head mechanic from Newbury and they are working to get something in place. They have asked if we could provide a shared service agreement for mechanic services not to interfere with regular duties here at Cardinal.

Mrs. Smallwood moved and Mrs. Thomas seconded a motion to approve a service agreement with Newbury Board of Education for mechanic services at an hourly rate outside of the mechanics regular duties here at Cardinal, not to extend beyond July 31, 2018.

**Cardinal Local School District
Regular Meeting
April 11, 2018**

Roll call vote:

Wendy Anderson, aye Barb Rayburn, aye Linda Smallwood, aye Katie Thomas, aye Ken Klima, aye

Auburn Career Center:

Mr. Klima reported they have approved the staff for the upcoming year and are planning for summer projects.

Safety Committee:

Mrs. Smallwood reported she and Mrs. Rayburn met with Dr. Hunt, Chief Tucholski and Lt. Savage regarding safety concerns at the District. The at-risk students can be referred to JFS and then Ravenwood for counseling. We would like to install more cameras with the ability to connect to the police computers so they can monitor activity on school grounds. We already have the police on campus for arrivals and dismissals and they may up their visits. We are looking into frosted windows, system-wide electronic doors and other safety measures. ALICE training was held today for staff members. The police department had active shooter training in our buildings on April 2nd. We will walk through the buildings with the police and would like to hire 3 ISO officers. We discussed a three phase plan: 1- review current plans, 2 – use the bond money for safety updates and 3 – hire resource officers. *Dr. Hunt added the walk through will show us where we need to add or move cameras. We will be adding cameras inside and outside the buildings. Brian Kelly will be looking into door systems, entryways and moving doors at the high school. The ALICE training today was an overview for the middle school and high school staff along with some STARS and ESC employees. Next week they will be tactical training for the group. April 25th and May 2nd the Elementary and other staff will do the ALICE training. We will follow-up with the staff and students as needed.*

Adjournment:

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

Meeting adjourned at 7:20 P.M.

Roll call vote: unanimous yes.

Kenneth Klima, President

Merry Lou Knuckles, Treasurer