

**Cardinal Local School District  
Regular Meeting  
December 14, 2016**

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The **Regular Meeting** of the Cardinal Board of Education held at 6:00 p.m. on December 14, 2016, was attended by Ken Klima, Wendy Anderson, Greg McClain, Linda Smallwood and Katie Thomas.

Meeting was opened with the Pledge of Allegiance.

**Student Recognition:**

Dr. Hunt welcomed everyone to the Board meeting. Last year we started highlighting the accomplishments of the students and teachers in the District at the beginning of the Board meetings.

Mrs. Thomas congratulated the following students:

Entrepreneurial Fair: The entire 4<sup>th</sup> grade has been functioning as a microcosm and utilizing a token economy system. Students have regular opportunities to earn money by attending daily classes, displaying outstanding behaviors or achieving academic distinction in the classroom. Students also have to realize they must pay debts in their society. These are payments for monthly “desk rental”, fines for various reasons, and inevitable taxes. The Entrepreneurial Fair offers each student an opportunity to develop a business and sell their products to classmates, using the money earned in their token economy system. Students work in partnerships, develop viable business plans, set prices for products, offer incentives for consumers to purchase their products, and offer their products for purchase at four separate Entrepreneur Fairs. After the Fairs, students must count their money, deduct any overhead, calculate profit, and divide their earnings equally within their partnership.

The Entrepreneurial Fairs are a joint venture in both math and social studies classes where math skills can be applied and students can apply real-life application to their social studies entrepreneurship content standards. Four students were selected to receive Young Entrepreneur awards. These students were selected from Mrs. Gatrell and Mrs. Torre’s homerooms, the first two classrooms to function as sellers in the Entrepreneurial Fair, and these business partners earned the award based on the overall quality of their business plan and the amount of profit earned. The Young Entrepreneurs are: Frank Corrao, Dominic Hodgson, Ana Mulanax, and Lance Stewart. *Frank Corrao and Lance Stewart demonstrated their project “Pick Frankie’s Nose”. Mrs. Bearer stepped up to put her hand in Frankie’s Nose and got some candy. She said there is even nose hairs when you reach in there.*

CHS Key Club – Thanksgiving Food Baskets - The CHS Key Club is working extremely hard to help make this holiday season a little brighter for several families in our district. Every year the district likes to assist those families who may be in need, and this year Key Club has provided a helping hand. Students in the club worked in November to collect money for Thanksgiving food baskets for several families. Students then went shopping for the food, helped divide the items up by family, and even assisted the board office in distributing some of the baskets to the families. The club and the district would also like to recognize and thank the East Geauga Kiwanis Club for their generous support of this effort. The Kiwanis club donated \$500 to the Key Club to use to purchase the food items for the Thanksgiving baskets. Kiwanis has also donated an additional \$500 to the Key Club for them to use to purchase needed items for two District families at Christmas. Key Club is a high school service club sponsored by the East Geauga Kiwanis Club. The groups work hand in hand to help serve others. Key Club Advisors Jill DeRamo and Kate Gladwell would like to recognize some of the members who were instrumental in the efforts to shop for and organize the thanksgiving food items for families, they are: Jonathan Holt, Allissa & Brandon Nevison, Dawn Scribbs, Morgan Smock, Megan Tucker, and Jordan Weaver. Thanks to all of you for your efforts this holiday season. *Jack Youshak added the Key Club does community service projects each year so Kwanis sponsors the Key Club and also the Builder’s Club at the Middle School.*

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**Presentations:**

Caradinaires – Vanessa Pintabona, director, brought the Caradinaires group to perform a portion of their Christmas concert for the Board and those in attendance. Very nice job!

**Discussion Item:**

High School Principal Position – Dr. Hunt met with the high school and middle school staff to share with them that Dr. Jenn Sabol will be the 5-12 principal and Mr. Andy Cardinal will be the 5-12 assistant principal until May.

Levy – 4.5, 5.0, 5.5, Income Tax – Dr. Hunt reported the forecast shows only \$1,091 to end the year – this is not financially sound. He believes the people understand the need, so the campaign will need to gear up again for the May levy. In Geauga the levy passed by 5 votes but in Trumbull it failed 4-17 giving us an 8 vote loss. He is recommending that we go back in May with a 4.5 mill, 5.0 mill or 5.5 mill levy. A 4.5 mill levy will bring in \$1.392 million, the 5.0 mill levy will bring in \$1.574 million and a 5.5 mill levy will bring in \$1.702 million. An income tax will not collect for two years – 2019 - and we do not have that amount of time to go without new money. *Mrs. Anderson stated it is difficult to know how much income it would bring in each year.* Mrs. Thomas added with an earned income tax the retired people would not be paying this tax. Ledgemont passed an income tax but by the time the money was collected they were already behind. *Mrs. Smallwood feels this is not the way to go; like you said we need the money now.* Mr. McClain stated the neighboring board members have said lots of people are going through collections and the revenues are sporadic. We need a steady source of revenues.

*Dr. Hunt continued by saying we have three options. The worst case is we are \$1.8 million in the hole if we collect nothing in 2018. Trying to be fiscally responsible and not ask for too much. Unfortunately, our only option is going to the community. We haven't passed new money since 1992. The state is not helping so this is our only mechanism to get new money.* Mrs. Thomas said when we collect money, you get one-half in the first part of next year. You pass the levy in one year and you collect in the next year. She asked Ms. Knuckles to verify the dates. *Ms. Knuckles replied if you pass a levy in May or November of 2017, the first advance will be would be received at the end of January 2018, the second advance in mid-February and the final settlement is the end of February – first of March.* Dr. Hunt said if we would have passed this levy we would have ended the year with about \$500,000 instead of less than \$2,000. *Mrs. Thomas said this is the first new money since 1992. The state is hurting the District with the phase out of TPP. It is a tough situation, but we need to think about the alternative. Our neighbors in Ledgemont got into too much debt so they had to combine with Berkshire. If we keep failing levies, we will be in the same situation. The information is out there about the cost to support the levy or be consolidated. The community is responsible to keep Cardinal - Cardinal. Most do not understand the cost of consolidation. People need to know the facts. The Board only has so much power.* Mr. Klima asked Ms. Knuckles what the timeline is for a levy. *Ms. Knuckles replied we will need to pass the first resolution to request the County Auditor to provide the dollar value for the mills selected at our December 28<sup>th</sup> meeting, making that a special meeting. Then we will have to pass the next resolution to go to the voters at our January regular meeting in order to meet the February 1<sup>st</sup> deadline for the Board of Elections.* Mr. Klima heard at Capital Conference that each year out would increase ½ mill to a levy. *Ms. Knuckles stated that is correct since you are pushing out another year to receive the money and the cost of living goes up each year.* Mr. Klima also heard the new state budget is not education friendly. *Dr. Hunt stated it is about maintaining local control. We prefer to take care of our own instead of the state taking over. It is pay now or pay more later.* Mr. Klima added we have good programming and opportunities and we would hate to see that drop off.

*No decision was made as to the millage to go for in May. It will be determined at the December 28<sup>th</sup> special meeting prior to voting on the resolution to go to the County Auditor for values.*

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Pay-to-Participate Fees – Dr. Hunt stated he has publically shared increasing pay-to-participate fees to \$1,000. He does not want to eliminate sports but we need to be wise. It is too late to cut winter sports so his recommendation is to increase the fees for spring sports. This is a cost savings of \$40,000 to have in the bank at the end of the fiscal year. In the past the Board has said they would do things and have not always followed through. We need to follow through. *Mrs. Smallwood asked if this is a subject that the task force is working on.* Dr. Hunt replied the task force is looking at salaries, benefits, health care, food services, supplementals and maintenance. They are taking a deep dive into the operations in the District. *Mrs. Smallwood would like to see the analysis on what sports cost.* Ms. Knuckles stated she is working on the information for the various areas. *Mrs. Thomas stated when PTP started it was meant to cover the cost of the coach and transportation.* Mr. McClain asked if they have held sign-ups for spring sports. *Dr. Hunt replied they were holding off until we had this discussion.* Mrs. Thomas thought we would not have the task force report until spring so it is after the time period we need to consider. *Mrs. Smallwood stated we would have to cut to get through next school year until the levy money is received. She asked if Ms. Knuckles could get them the spring sports costs.* Ms. Knuckles replied yes. *Mr. McClain asked what the savings would be on not replacing the principal.* Ms. Knuckles replied about \$40,000. *Mr. McClain asked what the number is to avoid fiscal watch.* Ms. Knuckles replied a percentage of the general fund revenues, but she was not sure of the exact number. She will get that information to the Board. *Mr. McClain stated this is a tough one since the seniors started out the year with expectations of playing spring sports for letters and potential scholarships.* Dr. Hunt said he understands. *Mr. Klima asked for additional information including the cost of spring sports and the percentage for fiscal caution and watch before they made a decision on the pay-to-participate fees for spring sports.* This will be revisited at the December 28<sup>th</sup> meeting.

## **Superintendent's Report**

### **Action Items:**

#### **Human Resources/Personnel**

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

##### Resignations

- Amy Caprez, CMS Paraprofessional, effective November 20, 2016
- Rachel Kumher, Head Nurse, effective December 9, 2016
- Alysha Makowski, Assistant Nurse, effective December 9, 2016
- Chad Zeigler, MS Wrestling coach (split contract), effective December 6, 2016

##### RIF Recall

- Kristan Mast, Transportation Aide, effective December 5, 2016, Level 1, Step 2

##### New Employees

- Amanda Hamrle, JES Cafeteria Monitor, 60-day probationary contract, \$10/hour, effective November 29, 2016

##### New Contracts

- Joanne Leichtman, JES Head Secretary, Limited Contract, effective December 13, 2016, Level 3, Step 1, per the negotiated OAPSE agreement
- Alysha Makowski, Head Nurse, BA, Step 0 per the negotiated CEA contract
- Christine Schroeter, Paraprofessional, effective November 30, 2016, Level 1, Step 4

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- Sue Urbanski, Van Driver, Continuing Contract, effective November 24, 2016, Level 2, Step 11
- On Board Instruction (OBI) Trainer
- Bob Delbo, \$22.00/hour

FMLA

- Megan Cameron, beginning any time between January-April 2017, for 12 weeks

Supplemental Contract

- Brian George, 8<sup>th</sup> grade boys basketball coach, Step 0, .06

Substitutes

- Jill Chapek, cafeteria, custodial, transportation; necessary paperwork on file
- Jessica Kurzeika, driver, necessary paperwork on file
- Christopher Wade, custodial, maintenance; necessary paperwork on file

Volunteers

- Dan Chenoweth, Indoor Track
- Greg Cicero, Indoor Track
- Kim Domen, HS Girls Basketball
- Jim Gubanyar, HS Girls Basketball
- Michael Hickox, MS Future City Club
- Michael Hoffman, MS Wrestling
- Paul Pollock, MS Girls Basketball
- Tyler Walters, HS Boys Basketball
- Brian Zeigler, MS Wrestling
- Chad Zeigler, MS Wrestling

*Mrs. Thomas wanted to recognize Amy Caprez for her 21 years as the flagline advisor. She has done a remarkable job and is a wonderful Cardinal employee.*

Roll call vote:

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

**Future City Competition – Trip**

Mrs. Thomas moved and Mrs. Smallwood seconded a motion to approve the trip for CMS Future City competition January 14, 2017, in Columbus, OH; students to be transported by family; no cost to the District.

Roll call vote:

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

**Contracts**

Mr. Klima moved and Mrs. Anderson seconded a motion to approve the following contracts:

- Geauga County ESC, Special Education services for fiscal year 2017, \$234,915.17.
- Mary Kangas, reimbursement costs to transport son to CARES at \$.54/mile; 93.2 miles roundtrip, \$50.33/day.

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- Ohio School Boards Association, Legal Assistance Fund (LAF) Consultant Service for 2017, \$250.00.
- Ohio School Boards Association, Annual Membership Dues for 2017, \$4,508.
- Ravenna Ed. Alt, cost for one student from Day Treatment at \$165/day to Coral Autism Program at \$160/day.
- Ravenna Ed. Alt, cost for one student from Berkshire/Ledgemont ESC ED to day treatment program at \$165/day + transportation.

Roll call vote:

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

**On Board Instruction (OBI) Trainer Rate**

Mrs. Anderson moved and Mr. McClain seconded a motion to approve a flat rate of \$22.00/hour for OBI trainer instruction.

Roll call vote:

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

*Mr. McClain wanted to thank all of the volunteers for their time and for those who generously donated to the District.*

**District Grounds Use:**

Mrs. Smallwood moved and Mrs. Thomas seconded a motion to the following requests for district grounds use:

- Middlefield Village, use of JES parking lot for Village celebration December 17, 2016.
- Middlefield Chamber of Commerce, use of CMS Field for the Kelly Miller Circus on August 3-4, 2017.

Roll call vote:

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

**Donations**

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

- Anonymous, 306 gently used golf balls to the golf program, \$75 value.
- Cardinal PTA, swipe cards, \$100 value.
- Cardinal PTO, deposit for 8<sup>th</sup> grade Gettysburg field trip, \$500.00.
- Frank Agency, Ohiovarsity.com winter subscription, \$1,500 value.
- NAPA, 20 cases of bottled water, \$500 value.
- Matthew Mesarchek, nine, two-drawer filing cabinets to CMS, \$150/each value.
- In Memory of Harry J. & Julianna Visser, HS biology equipment, \$4,000 value.

Roll call vote:

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

**NEOLA Policy**

Mr. Klima moved and Mrs. Smallwood seconded a motion to approve the NEOLA Policy Update, Volume 35, Number 1:

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The Board is asked to consider the revised Board policies: 0100 Definitions, 1619.02 Privacy Protections of Fully Insured Group Health Plans, 1619.03 Patient Protection and Affordable Care Act, 2460 Special Education, 3419.02 Privacy Protections of Fully Insured Group Health Plans, 3419.03 Patient Protection and Affordable Care Act, 4419.02 Privacy Protections of Fully Insured Group Health Plans, 4419.03 Patient Protection and Affordable Care Act, 5330.02 Procurement and Use of Epinephrine Auto Injectors in Emergency Situations, 5830 Student Fund-Raising, 6605 Crowdfunding, 8330 Student Records, 9700 Relations with Special Interest Groups

Roll call vote:

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

**Indoor Track Team**

Mrs. Smallwood moved and Mrs. Thomas seconded a motion to approve an Indoor Track Team for the 2016-2017 winter season; volunteer efforts, no cost to the District.

Roll call vote:

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

**Treasurer's Report:**

**Minutes**

Mrs. Thomas moved and Mrs. Smallwood seconded the motion to approve the minutes of the November, 2016, regular meeting.

Roll call vote:

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

**Bills**

Mrs. Anderson moved and Mrs. Thomas seconded a motion to approve the bills in the amount of \$1,204,918 (includes payroll) paid during November, 2016, and those necessary for December, 2016.

Roll call vote:

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

**Financial Reports**

Mr. McClain moved and Mrs. Thomas seconded a motion to approve the SM1, the Monthly Financial Reports and Cash Reconciliation for the month ending November 30, 2016, as submitted. Also approve the amendments to the Certified Revenues and Appropriations for the month of November, and those amendments necessary for December. General Fund Certified Revenues are \$13,625,947. All Other Fund Certified Revenues are \$3,435,050.62. General Fund Appropriations are \$13,514,275. All Other Fund Appropriations are \$3,304,248.78.

Roll call vote:

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

**Interest Income**

The School District earned \$259.07 in interest income for the month of November; fiscal year-to-date total is \$2,186.08. Interest rates are: Middlefield Bank – 0.30%.

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**President Pro-Tempre**

Mr. McClain nominated Ken Klima for President Pro-Tempre.

Mr. McClain moved and Mrs. Smallwood seconded a motion to appoint Ken Klima as President Pro-Tempre to preside over the opening of the Organizational meeting in January, 2017.

January Organizational Meeting – 5:30 p.m., January 11, 2017, Board Office

\*Budget Hearing – 5:45 p.m., January 11, 2017.

To be advertised in paper or general circulation.

Regular Meeting – 6:00 p.m., January 11, 2017.

Roll call vote:

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

**Information:**

- December 15-16: JES/CIS Holiday Headquarters
- December 15: CHS Winter Concert, 7:00 p.m.
- December 16: CMS Winter Formal, 6:00 p.m.
- December 21: JES/CIS Holiday Parties
- December 22-January 3, 2017: Winter Break
- December 28: Work Session, 6:00 p.m. – Will be a Special Meeting/Work Session.
- January 3, 2017: Teacher's Report (Professional Development)
- January 4, 2017: Students return
- January 11: End 2<sup>nd</sup> grade period/Early Release Day
- January 11: Organizational Meeting/Budget Hearing/Regular BOE Meeting, 5:30 p.m.

**Meetings:**

- December 28: Work Session, 6:00 p.m. – Will be a Special Meeting/Work Session – will need to advertise the change in meeting type.

**Legislative Update:**

Mrs. Anderson reported it is a Lame Duck Session. HB 438 has a lot of stuff hanging on to it. HB 148 has a reduction in construction money for Berkshire. The SB on truancy is wanting more school responsibility. *Mrs. Thomas added there is still a lot of talk on the graduation requirements as well.*

**Auburn Career Center:**

Mr. Klima reported they are slow until after the holidays. Christmas meal was prepared by the Culinary Arts students. The poinsettia sale went well. They are lining up the summer repair projects. Enrollment is currently near capacity.

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**Adjournment:**

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

Meeting adjourned at 7:08 P.M.

Roll call vote: unanimous yes.

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Kenneth Klima, President

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Merry Lou Knuckles, Treasurer