

**Cardinal Local School District  
Regular Meeting  
July 13, 2016**

---

The **Regular Meeting** of the Cardinal Board of Education held at 6:00 p.m. on July 13, 2016, was attended by Ken Klima, Wendy Anderson, Greg McClain, Linda Smallwood and Katie Thomas.

Meeting was opened with the Pledge of Allegiance.

**Recognition -**

Geauga Safety Council – The School District participates in the Geauga Safety Council to earn rebates on our Workers' Compensation rates. This year we were given recognition for preventing accidents in the workplace and having zero injuries with days away from work.

**Hearing of the Public:**

Mr. Hanna – He has levy concerns to talk to the Board about. *Mr. Klima stated the levy is not on the agenda but they would be willing to talk to him after the meeting.* Mr. Hanna stated that senior citizens are being crushed by taxes, they just had another increase here in the village. He feels the consolidation would have been a benefit. *Mr. Klima stated since we are voting on a resolution related to the levy we will allow this conversation to continue.* Mrs. Smallwood shared that if we did the consolidation he would be paying a lot more than this current levy is asking. *Mr. Klima added it has been since the late 1990's that we have asked for additional operating money.* Mrs. Thomas stated the state is pulling away from schools and going to the public is our only recourse. *Mr. Hanna told the school board members they need to contact the legislation about this.* Mrs. Thomas stated they have, but the state has selective hearing. *Mr. Klima told Mr. Hanna to call any time he had questions and they would be glad to answer them.* Mr. Hanna said one last thing, tonight what do you see? – a reporter and two others. Where are the parents? Why are they not supporting the schools? *Mr. McClain agreed.*

**Superintendent's Report -**

**Action Items:**

**Psychologist Salary Schedule**

Mrs. Anderson moved and Mrs. Smallwood seconded a motion to approve the School Psychologist salary schedule (ATTACHMENT A).

Roll call vote:

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

**Human Resources/Personnel**

*Dr. Hunt introduced Vanessa Pintabona, the new HS/MS vocal music and choir teacher and Cardinares advisor who is being approved tonight. They had the final interviews at the high school where the candidates had to prepare and do a lesson plan. It was a good experience.* The Board welcomed her.

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

Resignations

- Rebecca Falin, HS Science, effective June 27, 2016
- Christine Gardner, District Nurse, effective August 2, 2016
- Lindsey Skonieczny, MS Intervention Specialist, effective August 2, 2016

**Cardinal Local School District  
Regular Meeting  
July 13, 2016**

---

- Ryan Zwolinski, Crossing Guard, effective August 2, 2016

New Employees

- Paulette Cutujian, Psychologist (part-time), at MA +20, Step 11 on the School Psychologist salary schedule, effective August 1, 2016
- Lindsey Rohl, School Psychologist, MA +30, Step 3 on the School Psychologist salary schedule, effective August 1, 2016
- Sarah Peters, Speech Language Pathologist, MA, Step 0 on the current negotiated CEA contract salary schedule, effective August 1, 2016
- Vanessa Pintabona, MS/HS Music Teacher, BA, Step 4 on the current negotiated CEA contract salary schedule, effective August 1, 2016

ESY Employees

- Tutor at \$24/hour Jackie Hass
- Transportation
  - Simone Lee, Driver
  - Michele Maruna, Aide
  - Brittany (Lee) Peters, Aide
  - Tammy Stanley, Driver
  - LaRue Westover, Driver

Supplementals

- John Avalon, MS Volunteer Assistant Football Coach
- Heather Baumgartner, MS Volunteer Volleyball Coach
- Peggy Karg, Builder's Club - .02
- Vanessa Pintabona, Cardinares/Vocal Music (7-12) – Step 0, .08
- Elisabeth Robinson, Student Council - .03
- Shaun Spence, MS Building Tech - .06
- Sharon (Casavecchia) Stotts, Mentor Teacher - .04

Bus Drivers for 2016-17 School Year pending completion of all requirements and paperwork

Mark Brockway	Jerry Jacobs	Tammy Stanley
Patricia Burkey	Diane Jewell	Suzanne Steinhoff
Leesa Burzanko	Laura Klatik	Sandra Strichko
James Butvin	Doris McLaughlin	Vanessa Tucholski
Paula Callison	Carol Miller	Valerie Warner
Robert Delbo	Samuel Miller	Marsha Wasson
Sheila Fabiny	Richard Reighard	Tom Westover
Colleen Hall	Elizabeth Sanders	Roger Winzer
Olivia Huff	Petra Springer	

Van (only) Drivers for 2016-17 School Year pending completion of all requirements and paperwork

Diane Baumgartner	Simone Lee	LaRue Westover
Megan Cameron	Greg McCandless	Brian Zeigler
Daniel Cappelucci	Alvin Rhodes	Jeff Zeigler
Gregory Cicero	Amanda Tovar	
Debbie Delbo	Glenn Travers	

**Cardinal Local School District  
Regular Meeting  
July 13, 2016**

---

Drivers for Board Owned Vehicles only, no passengers for the 2016-17 School Year pending completion of all requirements and paperwork

Andy Cardinal  
Tim Florjancic

Jeremy Hunter  
Joel Kithcart

Brittany Peters

**FMLA**

- Ruth Russell, HS Science, effective August 15 – September 23, 2016
- Theresa Zeigler, HS Secretary, effective May 23, 2016 until further notice

**Additional Hours**

- Karen Retych, CIS/Special Education Secretary, up to 10 hours outside of OAPSE service contract to prepare scripts for doctor approval of Medicaid billing for related services

Roll call vote:

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

**Graduates**

Mrs. Thomas moved and Mrs. Anderson seconded a motion to approve the following 2015-16 graduates:

- Jordan Andrews
- Joseph Center
- Robbie Griffin
- Chastity Franks
- Faith McNish

*Dr. Hunt stated these students completed all of the necessary requirements to graduate recently and are to be considered part of the class of 2016.*

Roll call vote:

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

**Independent Contractor and Service Agreements**

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

- Independent Contractor Agreement, Dr. Paul Martin, for student record review and the issuance of a prescription(s) and/or a referral, as needed in accordance with Federal and State Medicaid regulations (ATTACHMENT B)
  - Rate: \$45.00/record reviewed from start of contract – August 1, 2016;  
\$40.00/record reviewed after August 1, 2016
- Claire Zurbuch, Science Intervention Services - \$3,200 (paid from Title funds)

Roll call vote:

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

**Cardinal Local School District  
Regular Meeting  
July 13, 2016**

---

**Out-of-State Trip**

Mrs. Smallwood moved and Mrs. Anderson seconded a motion to approve an out-of-state trip to Edinboro, Pennsylvania, for Band Camp July 25-30, 2016.

Roll call vote:

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

**Safety Day**

Mrs. Thomas moved and Mrs. Anderson seconded a motion to approve the use of a Cardinal school bus for demonstrations (riding and cross walk rules) during Safety Day on July 16, 2016 at the Middlefield Municipal Center.

*Mr. McClain asked if we would be having anyone else from the school there. Mr. Klima stated just the police and fire departments are involved except for bus safety.*

Roll call vote:

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

**Donations**

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

- Jordak/CIS PTA:
  - 2<sup>nd</sup> Grade PEARSON enVISION Math Student Lesson Packets with 1 year digital and packet topics 1-4 - \$939.93
  - DEMCO Library Supplies for teacher classroom library - \$53.39
  - Basketball rims and nets (2) - \$136.56
  - 4<sup>th</sup> grade books, ELA (Scholastic Dollars) - \$212.73
  - 1<sup>st</sup> grade classroom library (Scholastic Dollars) - \$316.75
  - 4<sup>th</sup> grade classroom library (Scholastic Dollars) - \$742.74
  - Accelerated Reader/other technology/literacy needs - \$3,500.00
- Friends of Mike, \$803.38, K-3 student/staff cookout on June 1, 2016
- Greg McClain, donation of food and utensils for end of year staff brunch at CMS on June 1, 2016, estimated value: \$500.00

Roll call vote:

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

**Resolutions - QZAB**

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

- Resolution providing authorization to proceed with the formation of academic programs at Jordak Elementary School, Cardinal Intermediate School, Cardinal Middle School, and Cardinal High School for the purpose of establishing qualified zone academies in accordance with Section 54E of the Internal Revenue Code of 1986, as amended (ATTACHMENT C).
- Resolution requesting authority to issue Qualified Zone Academy Bonds (ATTACHMENT D).

**Cardinal Local School District  
Regular Meeting  
July 13, 2016**

---

- Resolution declaring official intent with respect to reimbursement of temporary advances made for qualified purposes to be made from subsequent borrowing (ATTACHMENT E).

Roll call vote:

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

**Treasurer's Report:**

**Minutes**

Mr. McClain moved and Mrs. Smallwood seconded the motion to approve the minutes of June 8, 2016, regular meeting, the June 16, 2016 special meeting and the June 27, 2016, special 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 \$1,121,128.41 (includes payroll) paid during June, 2016, and those necessary for July, 2016.

Roll call vote:

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

**Financial Reports**

Mrs. Anderson moved and Mrs. Thomas seconded a motion to approve the SM1, the Monthly Financial Reports and Cash Reconciliation for the month ending June 30, 2016, as submitted. Also approve the amendments to the Certified Revenues and Appropriations for the month of June, and those amendments necessary for July. General Fund Certified Revenues are \$13,804,778. All Other Fund Certified Revenues are \$3,966,242.25. General Fund Appropriations are \$13,933,499. All Other Fund Appropriations are \$3,917,608.69.

Roll call vote:

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

**Interest Income**

The School District earned \$263.09 in interest income for the month of June; fiscal year-to-date total is \$5,071.08. Interest rates are: Middlefield Bank – 0.30%.

**Petty Cash, Change Funds and Credit Cards**

Mrs. Thomas moved and Mr. McClain seconded a motion to authorize Petty Cash, Change Funds and Credit Cards as follows:

**Petty Cash:**

High School	\$100.00	Board Office	\$200.00
Middle School	\$100.00	Maintenance	\$150.00
Cardinal Intermediate	\$100.00	Jordak	\$100.00

**Change Funds:**

H.S. Office Change	\$50.00	Student Activities	\$50.00
H.S. Cafeteria Change	\$50.00	Jordak Cafeteria Change	\$50.00
M.S. Cafeteria Change	\$50.00	Athletic Change - HS	\$1,500.00

**Cardinal Local School District  
Regular Meeting  
July 13, 2016**

---

**Credit Cards:**

Board Office	American Express	\$5,000.00 monthly
Board Office	Fifth Third Credit Card	\$10,000.00 monthly
Maintenance	Fifth Third Credit Card	\$2,000.00 monthly
Transportation	Fifth Third Credit Card	\$5,000.00 monthly
Superintendent	Fifth Third Credit Card	\$2,500.00 monthly
Principals (3 cards)	Fifth Third Credit Card	\$2,500.00 monthly
Athletic Director	Fifth Third Credit Card	\$2,500.00 monthly

Roll call vote:

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

**New Account Numbers**

Mrs. Anderson moved and Mrs. Smallwood seconded a motion to approve the following new account numbers for the student activities for the new school year. Budgets to be established at a later date.

Class of 2020 -	Revenue Account	200-1620-920X-001
	Expenditure Account	200-4670-890-920X-001
Yearbook 2017 -	Revenue Account	200-1620-922Y-001
	Expenditure Account	200-4680-890-922Y-001

Roll call vote:

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

**Resolution of Necessity for November 2016 – 4.5 Mill Additional Levy**

Mr. Klima moved and Mr. McClain seconded a motion to approve the adoption of the following resolution:

**A RESOLUTION DECLARING IT NECESSARY TO LEVY AN ADDITIONAL TAX FOR THE PURPOSE OF CURRENT EXPENSES AND REQUESTING THE GAUGA 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 ADDITIONAL LEVY, PURSUANT TO SECTIONS 5705.03 AND 5705.21 OF THE REVISED CODE.**

WHEREAS, this Board finds that the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the School District and that it is necessary to levy a tax in excess of that limitation for the purpose of current expenses; 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 Gauga 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;

**Cardinal Local School District  
Regular Meeting  
July 13, 2016**

---

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

Section 1. This Board declares that it is necessary to levy an additional 4.5-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 additional levy to the electors at an election on November 8, 2016, as authorized by Section 5705.21 of the Revised Code. If approved, that tax would first be levied in tax year 2016 for first collection in calendar year 2017 and run for a continuing period of time.

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 4.5-mill 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.

*Ms. Knuckles stated this resolution is necessary due to the timing of the requirements for the November ballot if the levy does not pass in August and we have to put the levy on again. Even though the figures will most likely stay the same as this levy we must request the County Auditor to provide the figures again for the next required resolution. If the levy does not pass we will need to meet on August 3rd to pass the required resolution to go to the voters on the November ballot. Let's pray we can do what is needed in August.*

Roll call vote:

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

**Then and Now**

Mrs. Anderson moved and Mrs. Thomas seconded a motion to approve the Then and Now for the Illuminating Company in the amount of \$23,625.39 due to timing issues.

Roll call vote:

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

**Discussion Item:**

July 27<sup>th</sup> work session – Dr. Hunt wanted to know if the July work session was needed. He would be out of town so the date would have to be changed if needed. *Mrs. Thomas asked if there would be any new hires to be approved.* Ms. Knuckles stated we cannot approve motions at work sessions, but Dr. Hunt is able to hire someone and get the Board approval within 30 days so we would do so at the next regular meeting. *Mr. Klima said if nothing is pressing then he suggested cancelling the meeting.* The July Work Session will be cancelled.

**Information:**

- July 27 – Work Session, 5:00 p.m. - CANCELLED
- July 30 - Alumni Association – Grand Reunion, 5:30 – 10:30 p.m.

**Cardinal Local School District  
Regular Meeting  
July 13, 2016**

---

- August 10 – Board Meeting, 6:00 p.m.
- August 11 – CHS College Credit Plus informational meeting, 6:00 p.m.
- August 12 – K Registration (9:00 a.m. Boys, 1:00 p.m. Girls)
- August 12 – 9<sup>th</sup> grade iPad rollout, 12:30 p.m.
- August 12 – 9<sup>th</sup> grade orientation, 2:00 p.m.
- August 16 – Staff Opening Day
- August 16 – JES/CIS Open House, 4:00 – 5:00 p.m.
- August 16 – CMS Open House, 5:00 – 6:00 p.m.
- August 17 – First day for Students
- August 24 – BOE Work Session, 5:00 p.m.

**Meeting:**

August 8-9, Administrative Retreat – The last two years the retreat has been held at Punderson, but this year it will be at the Middlefield Public Library since they have free/open space available for meetings.

**Adjournment:**

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

Meeting adjourned at 6:22 P.M.

Roll call vote: unanimous yes.

---

Kenneth Klima, President

---

Merry Lou Knuckles, Treasurer