

**Cardinal Local School District
Regular Meeting
June 8, 2016**

The **Regular Meeting** of the Cardinal Board of Education held at 6:00 p.m. on June 8, 2016, was attended by Ken Klima, Wendy Anderson, Greg McClain, Linda Smallwood and Katie Thomas.

Meeting was opened with the Pledge of Allegiance.

What's inside? Huskie Pride!

Mrs. Thomas congratulated the following students:

CMS Paw Pride Winners:

Week of May 13 th	5 th Grade	Hailey Hodgson, Troy Domen, Aiden Cox
	6 th Grade	Mike Soltis, Zoey Blystone, Haley Domen
	7 th Grade	Jessica Proch, Dylan Christman, Gabby Zajko
End of Year	5 th Grade	Ana Fisher, Tim Mast, Bella Corrao, Sophia Sinito, Ronnee Collins, Lily Wittlock, Dylan Stewart, Ethan Detweiler, Jake Bean, Matthew Shesko

These students were a big help with the Transition Day for the current 4th graders as they toured CMS where they will be attending in the fall.

Auburn Career Center: FCCLA State Competition Results –

Sidney Cala	Advocacy	Gold – 2 nd place in the State
Phoenix LaDow	Life Planning Event	Silver

Presentations -

Nutrition Group – Lisa Banner, Nutrition Group and Janis Benton, Cafeteria Manager – Ms. Banner said it was a pleasure working here this year; it was a huge success with lots of changes. They have provided monthly Board reports, had an end of year picnic at Jordak, set up carving stations a few times at the high school and middle school – it was like going to a banquet, had turkey and ham for Thanksgiving, have been using the commodities a lot more this year, held teacher appreciation breakfasts, celebrated “May the fourth be with you”, and held national garden week. At the elementary level they had Calvin the Cow, from Nutrition Group, come and show kids about the good choice of eating vegetable and fruits. They even planted some vegetables where the student enjoyed watching them grow. They got to water them and ask questions; it was a great learning experience. They are working to increase the participation in breakfast and lunch. The free and reduced applications were a bit lower than last year and they are looking at ideas to increase that area. One idea is to give an incentive to complete and return the application by putting \$1 or more into the student’s account when returned. The ala carte sales skyrocketed this year at the upper grades. There are adult meals, snacks and beverages available at the high school and middle school. They are bringing in new products to help increase participation.

Due to the Healthy Hunger Free Lunch Act, we will need to increase the cost of lunch prices for regular lunches. This is a federal requirement to meet the paid lunch equity amount. Some districts will be hitting \$3 per lunch. They are recommending an increase of \$0.05 across the buildings for next year. They will be meeting with Ms. Knuckles to close out the books for the year and set up for next year. They will continue to look at ways to increase participation and keep costs down. *Mr. McClain asked what the cost per meal was.* Ms. Banner said it costs on average about \$0.98. Food costs alone with commodities is around \$150,000. They get credits for purchasing power. *Mr. McClain asked if they get VDA – volume discounts, and if they get credited back the school.* Ms. Banner stated all credits are given to the school at 100% of value. *Ms. Benton said she was*

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excited for her first year at the school. Ms. Knuckles added they have had some very good adult lunch choices. Ms. Benton stated there will be some changes for next year to bring other choices as well. Ms. Knuckles shared they dressed up for different events at the elementary building, like Dr. Seuss' birthday. Ms. Benton likes to make it fun for the students and help them learn about nutrition as well. Ms. Banner stated they advertise the events in the weekly letter so the participation is great. Ms. Benton stated Teddy Bear days had huge participation, kids wore their pj's, brought their teddy bears and we made teddy bear pancakes. The Board thanked the ladies for coming to the meeting and sharing their successes with them.

Executive Session:

Mrs. Anderson moved and Mrs. Thomas seconded a motion to retire to executive session for the purpose of Personnel Contracts.

Roll call vote:

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

Motion approved: 6:20 P.M.

Time Retire: 7:10 P.M.

Time Return from Executive Session: 7:10 P.M.

Superintendent's Report -

Action Items:

Human Resources/Personnel

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

Resignations:

- Katie Ruzin, Elementary Music, effective August 1, 2016
- Rachael Tribuzzo, Asst. Nurse, effective June 30, 2016

Retirement:

- Laurel Sue Libby, MS Intervention Specialist, effective September 1, 2016

FMLA:

- Sherry Peters, effective July 19, 2016 for six weeks

RIF Recall:

- Lindsey Skonieczny, MS Intervention Specialist, effective August 1, 2016

Contract Amendment

- Superintendent's Contract, effective August 1, 2016-July 31, 2019

Supplemental Contracts

- Co-curricular
 - Kim Richards:

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- Lead Mentor, .07
- Mentor, .04
- Yearbook, .05
- Melissa Cardinal: Mentor Teacher, .04
- Charlotte Torre: CIS Student Council Advisor, .02
- Miles Andersen: CIS Tech Coordinator, .06
- Bethany Drebus:
 - Sophomore Class Advisor, .045
 - Mentor Teacher, .04

- Athletic (Fall/Winter)
 - Eric Cardinal:
 - Athletic Strength Coordinator, .04
 - Football Head Coach, Step 2 - .17
 - Jon Cummins: Boys Basketball Head, Varsity, Step 2 - .17
 - Jimmy Soltis: Boys Basketball Top Asst. JV, Step 2 - .13
 - Adam Johnson: Boys Basketball MS (8th), Step 2 - .08
 - Gregg Sadler: Boys Basketball MS (7th), Step 2 - .08
 - Staci Poole: Cheerleader Advisor HS, Step 1 - .09
 - Megan Cameron: Cross Country HS, Step 2 - .09
 - Daniel Cappelucci: Cross Country MS, Step 1 - .04
 - Nathan Peters: Football Top Assistant (split contract), Step 1 - .065
 - Miles Andersen: Football Top Assistant (split contract), Step 1 - .065
 - Jimmy Soltis: Football Assistant, Step 2 - .13
 - Dan Chenoweth: Football Assistant-Step 2 - .13
 - Joe DiMattia:
 - Football MS (split contract), Step 0 - .04
 - Girls Basketball Top Asst. JV, Step 2 - .13
 - Ben Clutter: Football MS (split contract), Step 2 - .055
 - Jim Gonczy: Football MS (split contract), Step 2 - .055
 - Kevin Baggett: Football MS (split contract), Step 2 - .055
 - Luke Kruse: Girls Basketball Head Coach, Step 2 - .17
 - Shaun Spence: Girls Basketball MS, Step 2 - .08
 - Karisca Chambers: Girls Volleyball Head Coach, Step 2 - .17
 - Molly Zeigler: Girls Volleyball JV Coach, Step 1 - .11
 - Diane Baumgartner: Girls Volleyball MS (8th grade), Step 2 - .08
 - Kalyn Ward: Girls Volleyball MS (7th grade), Step 0 - .06
 - Glenn Travers: Golf Head Coach, Step 0 - .06
 - Mike Topalian: Soccer Head Coach, Step 1 - .11
 - Jamie Dasher: Soccer Assistant (JV or MS, TBD), Step 2 – JV .08 or MS .08
 - Brian George: Faculty Manager (split contract), .06
 - Jimmy Soltis: Faculty Manager (split contract), .06

LPDC Committee

- Kim Richards (recorder) - \$900.00
- Jean Jerina - \$450.00
- Laura Murphy - \$450.00
- Sherry Peters - \$450.00

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- Scott Hunt - \$450.00

ESY Tutors (at \$24.00/hour)

- Sarah Mast, 5 hour position
- Shaun Spence, 6 hour position
- Stacy Pollock, two 5 hour positions
- Elisabeth Robinson, 10 hour position and 5 hr./week home tutor

Roll call vote:

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

Donations

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

- Hiram College Students, \$98.84 in Scholastic books to CIS Staff
- Cardinal PTA
 - Tig Tag Video Subscriptions for CIS, \$195.00
 - Magazines (Scholastic News, Social Studies, Weekly Science, Weekly Math), \$2,898.64
- To CIS Science Night
 - Flambeau, Inc., 100 Duncan Imperial yo-yos, \$150.00
 - Geauga Park District, maps of the parks for all students
 - Subway, 10 free sub coupons
 - Dairy Queen, 4 - \$5.00 gift cards
 - Wal-Mart, 4 - \$5.00 gift cards
 - Home Depot, duct tape, scotch tape, glue
- To Athletic Department
 - Eric Cardinal, \$328.15 for shirts
 - Maggie's Donuts, \$75.00 for DJ for cheerleading fundraiser

Roll call vote:

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

Certification

Mrs. Anderson moved and Mrs. Thomas seconded a motion to approve ODE Direct Certification for Safety, Health and Nutrition for the free lunch program.

Roll call vote:

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

Lunch Price Increase

Mrs. Thomas moved and Mrs. Smallwood seconded a motion to approve a five cent increase to lunch prices for the 2016-17 school year per federal guidelines (JES/CIS: to pay = \$2.55, CMS/CHS: to pay = \$2.80).

Roll call vote:

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

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The Nutrition Group, Inc. Contract

Mrs. Anderson moved and Mr. Klima seconded a motion to approve a 1 year service contract with The Nutrition Group, Inc. for the 2016-17 school year.

Mr. Klima asked if it was the same cost. Ms. Knuckles stated there is a slight increase since they include a 5% increase in their budget for increased food and supplies costs. Mr. McClain asked if there would be any savings to have the contract for a longer period of time instead of one year. Dr. Hunt was not sure but he would check on that.

Roll call vote:

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

Transportation Payment

Mrs. Thomas moved and Mrs. Smallwood seconded a motion to approve a payment in lieu of transportation for a special needs student at \$300.

Roll call vote:

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

Treasurer's Report:

Minutes

Mrs. Anderson moved and Mr. McClain seconded the motion to approve the minutes of May 11, 2016, regular meeting and the May 25, 2016, work session meeting.

Roll call vote:

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

Bills

Mr. McClain moved and Mrs. Smallwood seconded a motion to approve the bills in the amount of \$1,208,100.05 (includes payroll) paid during May, 2016, and those necessary for June, 2016.

Roll call vote:

Wendy Anderson, aye Greg McClain, aye Katie Thomas, aye Linda Smallwood, 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 May 31, 2016, as submitted. Also approve the amendments to the Certified Revenues and Appropriations for the month of May, and those amendments necessary for June. General Fund Certified Revenues are \$13,831,450. All Other Fund Certified Revenues are \$3,938,873.25. General Fund Appropriations are \$13,940,186. All Other Fund Appropriations are \$3,928,521.51.

Roll call vote:

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

Interest Income

The School District earned \$366.67 in interest income for the month of May; fiscal year-to-date total is \$4,807.99. Interest rates are: Middlefield Bank – 0.30%.

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Ms. Knuckles briefly explained to the new board members that the following motions are a necessary part of closing out the current fiscal year and opening the next fiscal year.

Fiscal Year Closing

Mr. Klima moved and Mrs. Smallwood seconded a motion to authorize the Treasurer to modify the following to close the fiscal year as necessary pending Board approval at the July, 2016, Regular Meeting:

Appropriation Resolution Amended Certificate of Resources SM1 Spending Plan for FY16

Roll call vote:

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

Transfers and Advances

Mrs. Anderson moved and Mrs. Thomas seconded a motion to authorize the Treasurer to make fund to fund transfers and advances as necessary to close fiscal year 2016; including those funds pending receipt of Federal Funds due but not yet paid, until approved at July 2016, Regular Meeting.

Roll call vote:

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

Tax Advances

Mr. Klima moved and Mrs. Smallwood seconded a motion to authorize the Treasurer to request tax advances of the County Auditor for July 2016.

Advance Dates: July 7, 2016 July 21, 2016

Roll call vote:

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

Final Certifications and Resolutions

Mrs. Anderson moved and Mr. McClain seconded a motion to adopt the Final Certifications and Appropriations for FY 2016. (Barring any unforeseen items that will change the budget figures – if needed new certifications/appropriations will be approved at the June 27th meeting.)

FINAL	Beginning of Year		
	<u>Unencumbered Cash</u>	<u>Certified Revenues</u>	<u>Appropriations</u>
General Fund	\$178,385.04	\$13,831,450.00	\$13,940,186.00
Special Revenue Funds	(\$69,679.03)	\$1,714,131.25	\$1,625,564.51
Debt Service Funds	\$983,895.26	\$976,657.00	\$1,031,424.00
Capital Projects Funds	\$32,578.96	\$617,342.00	\$630,445.00
Enterprise Funds	\$13,388.23	\$522,213.00	\$509,126.00
Fiduciary Funds	\$51,107.58	\$108,530.00	\$131,968.00
TOTALS	<u><u>\$1,189,676.04</u></u>	<u><u>\$17,770,323.25</u></u>	<u><u>\$17,868,713.51</u></u>

Ms. Knuckles stated this is the known budget as of right now, but we have additional revenues expected from the state prior to year-end but the actual amount is not known so the budget could change prior to year-end. The state is supposed to release certain monies by law by June 30th. We hope to receive them to keep us on track for year end.

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Roll call vote:

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

Temporary Appropriations FY 2017

Mr. McClain moved and Mrs. Thomas seconded a motion to adopt a Temporary Appropriation Resolution for FY 2017 based on the Estimated Certificate of Resources as approved by the County Auditor and the FY 2016 current revenues and expenditures. These appropriations will allow the School District to operate through the August, 2016, board meeting and beyond.

	<u>Certified Revenues</u>	<u>Temporary Appropriations</u>
General Fund	\$13,670,015.00	\$10,000,000.00
Special Revenue Funds	\$855,500.00	\$556,500.00
Debt Service Funds	\$1,059,752.00	\$936,260.00
Capital Projects Funds	\$310,080.00	\$300,000.00
Enterprise Funds	\$325,000.00	\$220,000.00
Fiduciary Funds	\$70,500.00	\$41,000.00
TOTAL Temporary Appropriations	<u>\$16,290,847.00</u>	<u>\$12,053,760.00</u>

Ms. Knuckles explained the District is required to establish a temporary budget to begin the next fiscal year based upon the tax budget approved in March 2016.

Roll call vote:

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

Information:

- June 27: BOE Work Session, 5:00 p.m. ****DATE CHANGE****
- July 4: Board Office Closed (4th of July Holiday)
- July 13: BOE Meeting, 6:00 p.m.
- July 27: BOE Work Session, 5:00 p.m.
- August 1: Open Enrollment Ends
- August 12: New Teacher Orientation
- August 15: Teacher Professional Development Day
- August 16: All Staff Opening Day
- August 17: Students' First Day
- June 18th – Parade for Summer Fest. *Mr. Klima will have a tractor to haul the wagon or we will use the maintenance truck like last year. We need to meet at Jordak parking lot at noon.*

Discussion Item:

Pay to Participate Fees – Dr. Hunt wanted to put this on the Board’s radar as they will have to approve the fees for next year soon. They are gathering information on how this year went with the reduction in the fees and he does not anticipate an increase or a decrease for next year. *Mrs. Anderson suggested the June special meeting since parents have to pay their fees prior to participation.*

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Meeting:

June 27, 2016 – Work Session change – The Wednesday, June 22, 2016 work session meeting has been changed to a special meeting to be held on June 27, 2016. There will be the final appropriations and certifications and a few other necessary items to approve at that meeting.

Legislative Update:

Mrs. Anderson said College Credit Plus costs were higher than expected. There are still charter school issues and transgender issues being debated. There is a new superintendent who has no experience at a school. Should be interesting.

Auburn Career Center:

Mr. Klima reported they are looking at their summer repair projects. Enrollment is at capacity – 380 students. They did add some students from the outside group to fill in the vacant seats. *Mrs. Thomas asked if there is preference to our kids over another group.* Mr. Klima said this is their version of open enrollment, if one of our kids would want to go there the other students are bumped out. *Mr. McClain said they do a lot for the county. They partnered with others for a two week camp focused on engineering.* Mr. Klima agreed they are involved in a lot of things.

Executive Session:

Mrs. Anderson moved and Mrs. Thomas seconded a motion to retire to executive session for the purpose of Personnel Compensation.

Roll call vote:

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

Motion approved: 7:24 P.M.

Time Retire: 7:31 P.M.

Time Return from Executive Session: 8:20 P.M.

We need a special meeting on Thursday, June 16, 2016 at 3:00 p.m. to approve the resolution to participate in the application process for QZAB bonds.

Adjournment:

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

Meeting adjourned at 8:21 P.M.

Roll call vote: unanimous yes.

Kenneth Klima, President

Merry Lou Knuckles, Treasurer