

# Public Meeting of the *Cardinal Local* Board of Education

## July 13, 2016 Cardinal Board Office 6:00 P.M. Regular Meeting

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This meeting of the Board of Education in public is for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

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**Ken Klima, President**

**Wendy Anderson, Vice-President**

**Greg McClain**

**Linda Smallwood**

**Katie Thomas**

**Dr. Scott J. Hunt, Superintendent**

**Merry Lou Knuckles, Treasurer**

I. Roll Call:

\_\_ Ken Klima \_\_ Wendy Anderson \_\_ Greg McClain \_\_ Linda Smallwood \_\_ Katie Thomas

Pledge of Allegiance

II. Student Recognition Liaison:

III. Hearing of the Public:

A member of the public may address the Board of Education when recognized by the President of the Board. When recognized, please state your name, the group (if any) that you represent, the agenda item you wish to address and attempt to limit your remarks to three minutes.

IV. Presentation:

V. Superintendent's Report

1. Action Items: Psychologist Salary Schedule

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

Motion to approve the **School Psychologist salary schedule** (ATTACHMENT A)

Roll call vote: \_\_ Ken Klima \_\_ Wendy Anderson \_\_ Greg McClain\_\_ Linda Smallwood \_\_ Katie Thomas

2. Action Items: Human Resources/Personnel

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

Motion to approve the following personnel matters:

A. 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
- **Ryan Zwolinski**, Crossing Guard, effective August 2, 2016

B. 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

C. ESY Employees

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

D. 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

E. 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	

- F. 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	

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

Andy Cardinal	Jeremy Hunter	Brittany Peters
Tim Florjancic	Joel Kithcart	

- H. FMLA

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

- I. 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 \_\_Greg McClain\_\_ Linda Smallwood \_\_ Katie Thomas \_\_ Ken Klima

### 3. Action Items: Graduates

- A. Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

Motion to approve the following **2015-16 graduates**:

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

Roll call vote: \_\_Greg McClain\_\_ Linda Smallwood \_\_ Katie Thomas \_\_ Ken Klima \_\_Wendy Anderson

### 4. Action Items: Independent Contractor and Service Agreements

- A. Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

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 \_\_ Katie Thomas \_\_ Ken Klima \_\_ Wendy Anderson \_\_ Greg McClain

## 5. Action Items: Out-of-State Trip

A. Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve an out-of-state trip to Edinboro, Pennsylvania for **Band Camp** July 25-30, 2016

Roll call vote: \_\_ Ken Klima \_\_ Wendy Anderson \_\_ Greg McClain \_\_ Linda Smallwood \_\_ Katie Thomas

## 6. Action Items: Safety Day

A. Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

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

Roll call vote: \_\_ Wendy Anderson \_\_ Greg McClain \_\_ Linda Smallwood \_\_ Katie Thomas \_\_ Ken Klima

## 7. Action Items: Donations

A. Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

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 \_\_ Linda Smallwood \_\_ Katie Thomas \_\_ Ken Klima \_\_ Wendy Anderson

## 8. Action Items: Resolutions

A. Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

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)
- 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 \_\_ Katie Thomas \_\_ Ken Klima \_\_ Wendy Anderson \_\_ Greg McClain

## VI. Treasurer's Report:

### A. **Minutes**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve the minutes of June 8, 2016, regular meeting, June 16, 2016, special meeting and the June 27, 2016, special meeting.

Roll call vote: \_\_ Ken Klima \_\_ Wendy Anderson \_\_ Greg McClain \_\_ Linda Smallwood \_\_ Katie Thomas

### B. **Approval of Bills**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve the bills in the amount of **\$1,121,128.41** (includes payroll) paid during June and those necessary for July.

Roll call vote: \_\_ Wendy Anderson \_\_ Greg McClain \_\_ Linda Smallwood \_\_ Katie Thomas \_\_ Ken Klima

### C. **Financial Reports**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve the Monthly Financial Reports and Cash Reconciliation for the month of June, as submitted. Also approve the amendments to the **Certified Revenues and Appropriations for the month of June** and those 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 \_\_ Linda Smallwood \_\_ Katie Thomas \_\_ Ken Klima \_\_ Wendy Anderson

### D. **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 – .30% .

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

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

**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

**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 \_\_ Katie Thomas \_\_ Ken Klima \_\_ Wendy Anderson \_\_ Greg McClain

**F. New Account Numbers**

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

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 \_\_ Katie Thomas \_\_ Ken Klima \_\_ Wendy Anderson \_\_ Greg McClain

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

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

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 GEAUGA 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 Geauga 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;

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.

Roll call vote: \_\_ Katie Thomas \_\_ Ken Klima \_\_ Wendy Anderson \_\_ Greg McClain \_\_ Linda Smallwood

**H. Then and Now**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

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 \_\_ Wendy Anderson \_\_ Greg McClain \_\_ Linda Smallwood \_\_ Katie Thomas

**VII. Discussion Items:**

**VIII. Information:**

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

IX. Meetings:

- August 8-9, Administration Retreat at Middlefield Library

X. Legislative Update:

XI. Auburn Career Center:

XII. Executive Session:

A motion to retire to executive session for the purpose of discussion of \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

\_\_\_ Wendy Anderson \_\_\_ Greg McClain \_\_\_ Katie Thomas \_\_\_ Linda Smallwood \_\_\_ Ken Klima

***Motion Approved at \_\_\_\_\_ P.M. Time Retired: \_\_\_\_\_ P.M.***

***Time Returned from Executive Session \_\_\_\_\_ P.M.***

XIII. Adjournment:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Meeting adjourned at \_\_\_\_\_ P.M.

Roll call vote: \_\_\_ Ken Klima \_\_\_ Wendy Anderson \_\_\_ Greg McClain \_\_\_ Linda Smallwood \_\_\_ Katie Thomas