

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

The **Regular Meeting** of the Cardinal Board of Education held at 5:45 p.m. on January 13, 2016, was attended by Ken Klima, Wendy Anderson, Greg McClain and Katie Thomas.

Meeting was opened with the Pledge of Allegiance.

TAX BUDGET PUBLIC HEARING - 5:45 p.m.

In accordance with the published notice of the proposed budget for the period July 1, 2016, through June 30, 2017, this document is open for hearing of said public. No action required. Public comments accepted.

Ms. Knuckles presented a slide presentation “Tax Budget – Why do we have to do this?” Ms. Knuckles stated that the budget hearing is required by law and was to review the proposed Tax Budget for the next Fiscal Year. The purpose of the Tax Budget is to establish a need for local tax collections so tax rates can be set by the County Budget Commission and to provide financial information for the County Budget Commission to create the Certificate of Available Estimated Resources.

A Tax Budget shows the money expected to be collected by the school district for the next fiscal year based on current tax levies and collections and the estimated expenditures so they can operate. There are vast differences in how a school district is obligated by code to operate and how a county, village or business is able to operate. If costs go up, the county, village or business can simply raise the costs of doing business, BUT the school district cannot.

The Tax Budget document as presented to the County Auditor and Tax Budget Commission lists the current tax levies for the District, shows a brief detailed look at the history and current budget for those funds that receive property tax revenues, includes a Statement of Fund Activity for all other funds of the District which includes an estimate of revenues and expenditures for FY 2017, and a Schedule of Indebtedness for all outstanding District debt requirements. The figures included here are the basis for the Temporary Budget for the start of FY 2017, which covers July 1, 2016 through June 30, 2017.

A Tax Budget is included for each fund that receives tax revenues. That would be the General Fund, the Middle School Bond Retirement Fund, the Library Bond Retirement Fund and the Permanent Improvement Fund. Once the Tax Budget document is completed, we are required to approve the Tax Budget by January 15th and submit it to the County Auditor by January 20th for approval at the Tax Budget Hearing held by the Tax Budget Commission in February. This Tax Budget sets the beginning numbers for the District’s budget for the next Fiscal Year and is based on expected tax revenues which are the District’s biggest revenue source. This is considered our Temporary Budget and will be approved at the June 2016 Board meeting. Several documents are used to put the Tax Budget together.

The Tax Budget is mostly based on the Schedule B as prepared by the County Auditor’s Office. Each levy that is currently being collected within our District is listed at 100% collection value, 98% and 95%. Each levy can only collect the amount of taxes it was originally voted in for. As the assessed valuation goes up, the effective rate will go down to keep the collection the same. For Example: The 1981 – 7.50 mill levy is currently collecting at 1.828762 mills to collect the same dollar value as in 1981. The County Auditor has historically certified the tax revenues at 98% of the assessed valuation. The Assessed Valuation for the District in FY 2017 has increased from \$300,869,310 in FY 2016 to \$304,044,780, an increase of \$3,175,470 in value.

Tangible Property Tax Loss Value Make-up revenue payments are certified at 100% of their value. We are to expect \$1,458,579 in these payments to the General Fund. According to the latest bi-ennium budget, the governor restarted the phase out period for the make-up payment. This information from the Schedule B is

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included on the Tax Budget Worksheet provided to the Board and on the Tax Budget document. We have no idea how long the payments will last and what if anything will replace them when they are stopped.

A Tax Budget Worksheet is completed to calculate the numbers used in the Tax Budget. The current budget and the Five-Year Forecast are the next major documents used to complete the worksheets. The revenues and expenditures from the last three years and the current fiscal year and next fiscal year amounts are entered from the Five-Year Forecast as approved by the Board on October 14, 2015.

Our Energy Conservation Bonds are included separate from the General Fund. The cost savings from the energy changes made to the District are used to pay the debt. These revenues are classified as tax revenues and must be subtracted from the General Fund tax revenues. Debt Service Funds revenues and expenditures are included in the Tax Budget Document. Debt Service payments for principal and interest for FY 2017 come from the Debt worksheet from our FY 2015 Financial Report. Permanent Improvement Fund revenues and expenditures are included in the Tax Budget Document. The principal and interest payments for the PI Roof Bonds are included. The Permanent Improvement Fund receives 1 mill of inside millage each year as approved in 2007 to provide monies for building upkeep, technology and textbooks.

All of the remaining funds of the District which do not receive tax revenues are listed in the Statement of Activity showing an estimated beginning cash balance as of July 2016, estimated revenues and expenditures expected and the estimated ending cash balance. The estimated activity is based on the actual activity from FY 2015. A Schedule of Indebtedness is also included in the Tax Budget based on the debt schedule from the FY 2015 financial audit. These figures are used to verify the amount of taxes needed to be collected to pay the debt issues outstanding each year.

Food for Thought - According to the Forecast compiled in October, with the passage of the 9.7 mill levy in November 2012, the District will be able to meet the current financial obligations through FY 2017 before rendering a deficit cash balance in the General Fund. We have scrutinized the budget to push out our cash balance from a potential deficit situation in FY 2014 to a positive cash balance until FY 2017. However, the estimated cash balance is very small on the Forecast.

The timing of the cash received by the General Fund is a major concern when looking at the monthly payment obligations. Our main source of revenues is our Tax Revenues which are received in August and February, but we have to pay our bills on a monthly basis. It is VERY IMPORTANT to have an ending cash balance of at least \$500,000 at the end of the fiscal year so we can cover this slow revenue period which normally hits in November through January.

The School District has seen its first major increase in assessed valuation in several years and this will provide an increase in revenues for this budget period. It is uncertain to the effects of the State funding from one year to the next. The increases in areas such as repairs, maintenance, transportation costs and special education instructional costs are why the district must use caution when planning the budget and future projects and expenditures. The need for new monies by January 1, 2016 is very apparent when you look at the Forecast and the Tax Budget. The District will face a deficit situation in FY 2017 and forward without new operating monies. The State Auditor's Office will do an analysis of our finances to determine if we should be placed in Fiscal Watch or Fiscal Emergency.

Problem Areas/Areas of Concern – One major area of concern is the reinstatement of the phasing out of Tangible Personal Property Tax Loss Make-up payments from the State with no funding elsewhere to make up for this loss of revenues. The District will not see any major increases to tax revenues for this budget period and

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there is uncertainty about State funding. When a levy is passed in one year it will not be collected until the next fiscal year – August tax collection. **TIMING IS EVERYTHING!**

Increases in areas such as repairs, maintenance, transportation costs and special education instructional costs are why the District must use caution when planning the budget and future projects and expenditures. The largest areas of expenditures are controlled by contracted obligations such as salaries and benefits and purchased services.

The need for new monies in FY 2017 and beyond is very apparent when you look at the Five-Year Forecast. Based on our current Forecast – if new monies are not approved/passed by January 2017, the District will face a deficit situation and the State Auditor’s office will do an analysis of our finances and we could be placed in Fiscal Watch or Fiscal Emergency at that time. We have work hard with the needs based budget to keep the District moving forward and if we do not do our due diligence we will be facing the State putting us in Fiscal Watch. We need to educate ourselves and our community on how to best avoid that situation with the ever-changing face of school finance.

There were no questions so the budget hearing was adjourned.

New Board Member

Mr. Klima stated he received the resignation of Nancy Ferguson as December 19, 2015 on December 21, 2015. According to the rules, it says we have to wait ten days from the date of the resignation before we can do anything and then you have 30 days to do something to fill this vacancy. This gave us a short window to handle the replacement for this position. Since we had one person going off the Board and a new person coming on, we moved our organizational meeting to January 4th to enable us to officially bring Mr. McClain on board and enable us to search for a new person. We discussed how to find a new board member. The law does not tell you what you have to do but does give you three ways to proceed. Due to the lack of time we decided to do a targeted search. We considered five folks and narrowed it down to one. So it is his honor to ask for a motion to be considered to approve Mrs. Linda Smallwood as our next new board member to fill the vacancy.

Mrs. Anderson moved and Mrs. Thomas seconded a motion to appoint Linda Smallwood as the new Board Member to fill the vacancy due to resignation.

Roll call vote: Mr. Klima, aye Mrs. Anderson, aye Mr. McClain, aye Mrs. Thomas, aye

Oath of Office –New Members

Sworn in by Treasurer, Merry Lou Knuckles

Do you solemnly swear (or affirm) that you will support the Constitution of the United States and the Constitution of the State of Ohio, and that you will faithfully and impartially discharge your duties as a member of the Board of Education of the Cardinal Local School District, Geauga County, Ohio, to the best of your ability, and in accordance with the laws now in effect and hereby to be enacted during your continuance in said office, and until your successor is elected and qualified:

The answer is “I do”.

THE NEW BOARD MEMBER TOOK HER POSITION AT THE BOARD TABLE.

Mr. Klima welcomed everyone to 2016 at our first official regular meeting. He is excited to see where the new year takes us.

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Presentations:

Board of Education Recognition Month – Dr. Hunt stated are part of Ohio School Boards Association (OSBA) who hold January as Board Recognition Month. He wanted to welcome the new board members and looks forward to working with them for the next four years. He thanked them for their desire, willingness and courage to sit here at the table. Thank you for coming on board. School Board members are ordinary people who have extraordinary dedication to our schools. We would like to take this opportunity to thank them for their untiring efforts and we tend to forget about the sacrifices school board members make to be here. Often we forget about the important role school board members play in ensuring the local control over the public schools is in the hands of people we know and people who are our neighbors. Too often we forget in the tradition of a representative democracy board members are the connection to how our public schools are governed. The efforts of school board members go unrecognized and so on behalf of himself and the Ohio School Boards Association he would like to thank you for being board members. He then recognized the “old” board members and provided a certificate of appreciation from OSBA.

Superintendent’s Report -

Action Items:

Human Resources/Personnel

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

Limited Contracts

- James Butvin, Driver, Level 3, Step 5, effective January 1, 2016
- Paula Callison, Driver, Level 3, Step 2, effective January 1, 2016
- Kelly Misterka, Paraprofessional, Level 1, Step 5, effective January 1, 2016
- Lori Sperling, JES Cook, Level 1, Step 4, effective January 1, 2016
- Art Wade, Custodian, Level 1, Step 3, effective January 1, 2016

Hire:

- Sue Urbanski, CAB Paraprofessional, Level 1, Step 10, effective January 7, 2016
- Ed Schmidtke, Online tutor, \$24.00/hr.

Long-term Substitutes:

- Christine Graham, 1st grade, effective March 20, 2016
- Carrie Copeland, JES Cashier, effective January 7, 2016
- Judy Bora, JES Cook, effective January 7, 2016

Leave Without Pay:

- Kelly Hedger, effective April 4-8, 2016

FMLA Leave

- Lee Fenner, effective February 1-15, 2016
- Maureen Fowler, effective March 28 – May 9, 2016
- Nicole Nicholas, effective April 21 – June 2, 2016

Volunteers:

- Dan Chenoweth, Indoor Track coach
- Greg Cicero, Indoor Track coach
- Peg Hannan, JFS Volunteer at JES

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Ms. Knuckles stated there is a correction to the step for Sue Urbanski, it should be Step 10 and not Step 0.

Roll call vote:

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

Indoor Track Team

Mrs. Thomas moved and Mrs. Anderson seconded a motion to approve the creation of an Indoor Track team for the 2015-2016 Winter Season.

Mr. McClain asked how this was funded. Dr. Hunt replied there is no cost to have the group. The coaches are volunteers and the parents provide the transportation. Mrs. Thomas asked where the facilities are they would be running at. Dr. Hunt stated at different schools like Perry and other indoor locations. Dr. Hunt can get the information to Mrs. Thomas.

Roll call vote:

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

Donations/Grants

Mrs. Anderson moved and Mrs. Thomas seconded a motion to accept the following donations/grants:

- Kiwanis Club of East Geauga Inc., \$250 to the CAB Program
- Kinetico, \$1,000 Teen Education Grant
- Walmart Community Grant, \$1,800 for new water fountain/bottle refill stations at CHS

Roll call vote:

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

2016-17 District Calendar

Mrs. Anderson moved and Mrs. Thomas seconded a motion approve the District Calendar for the 2016-17 school year. (ATTACHMENT A)

Mrs. Thomas stated 2 of the 5 buildings are air conditioned. She spent 23 years teaching and it can be brutal starting the school year this early. She does not feel starting early is educationally sound. It wears out the teachers and the students. We need to accommodate air conditioning concerns in the future. She is also concerned about the January dates. Dr. Hunt said duly noted and mentioned the state has moved us to hours and we are looking at ways to work with this. We do the best we can with the calendar based on many factors. State testing and other items drive the calendar not just the weather. We have to have a certain number of days in each semester to meet the state requirements. We are working to do something with the buildings. It is a one year calendar. We are on hours and we are working within the buildings to meet their needs. Mrs. Thomas stated ideally with block scheduling the first semester would end at Christmas break. Coming back after the break to have finals is tough. Are the professional days and early dismissal days included in this calendar? Dr. Hunt stated this is only for the district days. We have changed the early release days and end of quarter days to Wednesdays. This will reduce the number of early release days for the students and avoid two days in one week like we have now. Mrs. Thomas asked about the anticipation of using the early release days as professional development days for next year. Dr. Hunt replied absolutely. There is more to come on those days and he will be reporting the progress of those early release days at a later meeting. Mrs. Anderson added we need to take into consideration all of the collaboration we are doing with the other schools as far as transportation. Mr. Klima said Auburn plays a part in the scheduling as well. We are trying to get dates that fit in with all of the other districts. Years ago we had students from Cardinal starting at Auburn 6-7 days before Cardinal actually

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started and now some schools are starting Auburn after their start time. *Mr. McClain asked if there is any potential for cooperation among the county schools to get the same start dates.* Dr. Hunt replied yes, we are trying. Some schools are bound by their contracts. Kenston, Chardon and Cardinal are all starting around the same time with Berkshire starting the following Tuesday. Part of the new discussion will be around the distance learning classes since they will need to all start at the same time. More work to come.

Roll call vote:

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

Trip Approval

Mr. Klima moved and Mrs. Thomas seconded a motion to approve participation of three middle school students, one teacher, and one volunteer in Future City Competition in Columbus on January 16, 2016, at no cost to the district; students will be driven by their families.

Roll call vote:

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

Mrs. Thomas asked if they could do a presentation before they go. Dr. Hunt stated they are going this weekend but they can most definitely come at a later date.

Homebound Tutor Rate

Mrs. Anderson moved and Mr. McClain seconded a motion to increase the homebound tutor rate from \$18.50 to \$24.00 an hour.

Ms. Knuckles wanted to share the reason for this change is due to the substitute rate being increased to \$85 a day this year. In addition, we were paying non-Cardinal tutors at a lower rate than Cardinal tutors and this was causing problems finding tutors.

Roll call vote:

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

Shared Services Agreement

Mrs. Thomas moved and Mrs. Anderson seconded a motion to enter into a shared services arrangement with Newbury for the purpose of sharing the services of Transportation Director and Transportation Coordinator. (ATTACHMENT B & C)

Mr. McClain asked for an explanation of what EMIS is. Dr. Hunt replied it is a system to report all student data to the state. Eva Bratnick does this reporting for us. Anything student-wise and in infinite campus has to be reported to the state. We will report our own data and Newbury will report their own data. *Mrs. Thomas asked for the record to state the pros and cons of this shared agreement.* Dr. Hunt stated he has shared this information before with the Board in a meeting. They entered into the discussion a couple of months ago. The superintendent at Newbury wondered if there might be a way to share services around transportation. She was making changes and wanted to make some changes with her supervisor. We wanted to have a discussion to see if there was a benefit for both districts. The discussion was in regards to sharing her supervisor in our transportation department. Right now have Mr. Hunter as our supervisor and Diane Baumgartner as our coordinator and transportation secretary. She does coordination and secretarial duties during her day. What he sees as the benefit is that in this arrangement we are talking about the sharing of salaries. We take the salary of the supervisor at Newbury and the salary of our coordinator here and divide that in half. We are paying \$38,500 and that is the cost between the two districts. The benefit in doing this is we pick up a transportation

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supervisor who can work with our coordinator to coordinate and map routes. The supervisor will be able to provide supervision and evaluation of all transportation staff with input from our coordinator. For us the cost of salary comparison benefit is we get a 260 day employee to help make our transportation department more efficient and cost effective.

Roll call vote:

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

Supplemental

Mr. Klima moved and Mrs. Thomas seconded a motion to approve the correction to Josh Esenwine's supplemental contract previously approved in December. It should read Musical Coordinator, at 0.04, to potentially be split at later date.

Mrs. Thomas asked if there was a job description. We need to have a job description. Dr. Hunt said there is not, but he can look into it. He did not know if there were job descriptions for supplementals. Ms. Knuckles did not know for sure either. Mrs. Thomas thought there were at one time and feels it would be wise so there is not misunderstanding and confusion as to what the assistant is to do. It is listed as musical assistant for art. Ms. Knuckles stated this is for the musical coordinator which is a separate listing from the assistant position. Mrs. Thomas stated there is an accompanist and art that have been on the books for a while now. Ms. Knuckles stated this position is also listed and we have not filled the art or accompanist positions although they are listed. This coordinator position is expected to do whatever duties are assigned by the musical director. Dr. Hunt stated he will look into the job descriptions for supplementals, but we probably do not have updated versions. Mrs. Thomas asked if it would be wise to have them in place since we have had a lot of turnover in recent years. The position of musical director is a large umbrella that encompasses many things and these new folks do not know what is expected of them in that role. They do the blocking, oversee the ticket sales, and more. Each time we have had a new director, her husband and her have had them over to dinner and spent over two hours telling them what the job entails, especially if they have never put on a musical or been in one before. She feels that type of information should be available to them if they do not know what they are doing. Dr. Hunt stated again he will check but as she is aware, supplementals are part of negotiated agreement. They have been in there forever and may need a review and update. Mrs. Thomas and her husband could come up with a reasonable description of what is needed since they have done it in the past. This way when new people come in they will know what each position does and what is expected. Ms. Knuckles stated they have put together a checklist for the directors based on the last few years so they can see all the different areas of responsibilities as a musical director and a timeline of when to get them done. We have reviewed the budget, ticket sales, and such with them so they are not floundering. Mrs. Thomas stated the musical coordinator position needs a description and questioned what the title means. Dr. Hunt stated that is up to the director to determine where to best use that position. Ms. Knuckles stated the descriptions are not necessarily something the board designates. It is just like the assistant coach who is told by the head coach what is expected. Mrs. Thomas stated it needs to have a description or they just will do whatever they want to do. Dr. Hunt stated again the director will determine the duties, but he will check at the high school and see what there is in regards to the supplemental descriptions.

Roll call vote:

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

Treasurer's Report:

Minutes

Mr. McClain moved and Mrs. Thomas seconded the motion to approve the Minutes of December 2, 2015, special meeting and the December 14, 2015, regular meeting.

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Roll call vote:

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

Bills

Mrs. Anderson moved and Mr. McClain seconded a motion to approve the bills in the amount of \$1,308,904.48 (includes payroll) paid during December, 2015, and those necessary for January, 2016.

Roll call vote:

Wendy Anderson, aye Greg McClain, aye Katie Thomas, aye Ken Klima, aye Linda Smallwood, 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 December 31, 2015, as submitted. Also approve the amendments to the Certified Revenues and Appropriations for the month of December, and those amendments necessary for January. General Fund Certified Revenues are \$13,646,267. All Other Fund Certified Revenues are \$3,734,799.71. General Fund Appropriations are \$13,764,541. All Other Fund Appropriations are \$3,736,170.49.

Roll call vote:

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

Interest Income

The School District earned \$176.41 in interest income for the month of December; fiscal year-to-date total is \$3,275.74. Interest rates are: Middlefield Bank – 0.30%.

Tax Budget

Mrs. Thomas moved and Mrs. Anderson seconded a motion to approve, based on the foregoing hearing, the Tax Budget for the period July 1, 2016 through June 30, 2017. It is hereby adopted and the Treasurer is authorized to submit said document and supplemental materials to the County Auditor by the required deadline of January 15, 2016.

Roll call vote:

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

New Fund

Mrs. Anderson moved and Mrs. Thomas seconded a motion to approve a new fund and accounts for a Student Class Play. Budget to be established at a later date.

Mrs. Thomas thought there used to be a fund for the plays. Ms. Knuckles stated it was a Junior Class play and accounted for through the Junior Class fund. This is an all class activity so a new fund needs to be established.

Revenues	Sales	300-1624-941D-001
	Donations	300-1820-941D-001
Expenditures	Purchased Services	300-4113-419-941D-001
	Materials and Supplies	300-4113-510-941D-001
	Other	300-4113-890-941D-001

Mrs. Thomas stated there used to be an account for the play. Ms. Knuckles replied the play was ran through the Junior Class and accounted for in the Junior Class fund. This is a separate fund since it is an all class

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activity. *Mrs. Thomas questioned the money received and if it would go towards funding more plays.* Ms. Knuckles replied yes, that is the intention.

Roll call vote:

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

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.

Diane Baumgartner – Asked the Board to consider Christmas and Easter breaks when planning the calendar for our school and the other schools that we transport students to. Half of the routes transport students to other schools on different times than ours and the drivers do not get any down time. Will there be a full two weeks for the holidays? *Dr. Hunt said Christmas is on Saturday so the break will start on Wednesday and go through the first Wednesday in January.* Mrs. Baumgartner said the problem is when schools are open that we transport kids to and we are closed. When does Easter break happen? *Dr. Hunt stated Easter is late this year and the break is at the end of March.*

Information:

- January 13: Future City Showcase, CMS, 6:30 -8:00 p.m.
- January 15: Early Dismissal/End of 2nd Grade Period
- January 15: CHS Fall/Winter Play, 7:00 p.m.
- January 16: CHS Fall/Winter Play, 2:00 p.m.
- January 16: Future City Team presents in Columbus
- January 18: No School
- January 19: No School, Teacher Professional Development Day
- January 20: Early Release Day
- January 20: PTSA Meeting, CMS, 6:30 p.m.
- January 27: Early Release
- January 27: BOE Work Session 5:00 p.m.
- January 29: CMS Awards Assembly
- February 1: JES/CIS Jump Rope for Heart Kick-off
- February 2: CIS Academic Rallies
- February 4: CMS Parent/Teacher Conferences
- February 8-12: JES/CIS Start with Hello Week
- February 10: Early Release
- February 10: Regular BOE Meeting, 6:00 p.m.
- February 10: PTA Meeting, JES, 6:30 p.m.

Discussion Items:

Work Session – Dr. Hunt stated at this work session we would like to talk to you at length about the tax levy. Ms. Knuckles and he will have information on different levy options. We are really going to be in a jam here as far as finances are concerned. We have squeezed blood out of every turnip in the district at this point. We started squeezing shortly after he got here and there have been plenty of discussions on the budget and how we can push out our money a little further. We have pushed out as far as we can. We are going to have to look at things differently. We do not want to be in watch or emergency. He does not want to be slashing and burning

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stuff as it is counterproductive. If we have to we will have to, but we have to start thinking out of the box. We need not only to think about the PI levy. We have some levies that are from 1977 and 1985 that are collecting very little at this time and we should consider asking our community to bring the collection on one of those levies to the current value level. It may or may not be the way to go, but we are asking that you at least consider a replacement levy. The state isn't helping us out. We can't generate our own revenues. We are not a business; we are a school and we are held to our budget. We are at the time where we have to do something. Unfortunately we are behind the eight ball as we are unable to go for anything in March, but he thinks there is something to be said for all of the work that was done this year to bring a sense of urgency around the levy issues and what we need to have done. We will have a discussion and presentation on what some options are for us to look at. He feels we need to do something in August as waiting till November will be too late.

Mrs. Smallwood asked if August was a special election. Dr. Hunt replied yes. The cost of the election will be more than we would pay in November but it will be worth the cost if the levy passes. Mr. McClain asked if we know of any other districts or levies that will be on in August. Certainly if the road levy failed in March they would want to put that back on. Dr. Hunt did not know but will look into it. Mr. McClain stated that would help to cut the costs if there are more levies on the ballot. Ms. Knuckles added the more levies on the ballot that our precincts would vote on will reduce the cost to the district for their levy. Dr. Hunt said we will have a much bigger decision at the work session. We need to look at all of our needs for the remainder of the year and see where we are. With no help from the state we are in a position to go to the voters. Every superintendent in the county is in the same boat of needing to review costs and find ways to cut or get more funding. That is why we have been discussing collaborative offerings. Mr. Klima asked Mr. McClain when he would be back in town since he will miss the January 27th work session. Mr. McClain will be back in town on February 3rd. Dr. Hunt thought we could have the discussion at the work session and then Mr. McClain could come in and talk to him and Ms. Knuckles to get up to speed. Mr. Klima was thinking of moving the meeting date since he feels it is important for all board members to be a part of the discussion.

State Report Card - Dr. Hunt shared the first part of the State Report Card will be released tomorrow containing the K-3 literacy, graduation rates and prepared for success. The leadership team sat through a webinar on the Report Card. He spent the afternoon preparing a presentation for the work session on the report card. There have been a lot of changes to the process. PARCC testing has changed and the grading system has changed as well. He wants to focus on those changes so everyone understands what it truly means. The calculations are astonishing; it is a different way of calculating the percentages. We need to be aware none of the letter grades will be released until 2018. We will not get a district grade until 2018 that counts for anything due to all of the changes. It is important that you understand this as people will look at grades from last year and say you are not doing what you should be or why are you so low. Some of the preliminary results are low. He will present these grades, the calculations and why they are what they are. In spite of the state grades, we do a good job here. The state however holds us to those grades. We are in safe harbor until 2018 as they sort through the grading process. No Child Left Behind is now the Every Student Succeeds Act. He will share more information on this as well.

Meetings:

January 27, 2016 – Work Session – Levy Discussion – Mr. Klima feels it is crucially important that all board members are at the table for that discussion so he would like to suggest moving the work session meeting to another date. *After checking everyone's schedules it was decided that Wednesday, February 3, 2016 will work for everyone.*

Mrs. Smallwood moved and Mrs. Thomas seconded a motion to move the January 27, 2016, work session to February 3, 2016, at 5 p.m.

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Roll call vote:

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

Auburn Career Center:

Mr. Klima reported they elected the same president and vice-president at the organizational meeting. They are currently 2-3 weeks ahead on the construction project. Geauga County ESC asked if there was room in the new addition, but there is not. Lake County ESC will be housed in the new addition to the computer building.

Student Recognition:

Mrs. Thomas congratulated the following students for their accomplishments:

Middle School

Paw PRIDE winners of 12-18-15:

5th grade - Trevor Horvath, Jenna Osborn, Ashton Humberson

7th grade - Kiah Zuponcic, Jordan Loze, Natalie Rutledge

8th grade - Kaitlyn Bennett, Hunter Schaeffer, Rachael LeQuyea

Paw PRIDE winners of 1-8-16:

5th grade - Makya Gillispie, Audrey Avalon, Cameron Schwendeman

6th grade - Tim Abram, Blake Reinhart, Austin Strever

7th grade - Celina Johnson, Olivia Misterka, Megan Veizer

8th grade - Chase Massey, Austin Barcikowski, Maddie Schultz

Congratulations to the 6th grade's "**Dedicated Dozen**", who enjoyed breakfast courtesy of 6th grade teachers-"Chef" Whipple, Mr. McCandless, Mr. Ruscitto, Mr. Spence & Mr. Sadler:

Olivia Wittlock	Renee Kuzma	Lorelei Hutchinson
Grace Faulhaber	Edward Youngs	Olivia Barcikowski
Tia Johnson	Karalyn Rutkowski	Mike Soltis
Chloe Dubasik	Justine Bell	Grace Whitney

CMS held an "Ugly Sweater" contest on the final school day before Christmas break. Top grade level winners were whittled down to one from each grade level, who then went head-to-head against the other grade level winners. Grade level winners received a candy cane assortment.

Top student winner went to **Mattison Miller in 6th grade.**

Staff also participated, dressing in ugly sweaters or other festive attire. The fifth grade teachers had the best team participation, going 5 for 5. The staff winner was **Miss Orlando**. Mattison and Miss Orlando each received an ugly sweater cookie decorating kit as their prize.

Top grade level contestants:

* *Grade level winner*

5th grade -	Josh Soltis*	Sophia Sinito	Madison Hemrock
6th grade -	Mattison Miller*	Elinor Rayburn,	Olivia Wittlock Justine Bell
7th grade -	Sam Layman*	Daisy Yoder	Daisy Robinson
8th grade -	Michael McNish*	Emma Traggiai	Sydney Spittler
	Kaitlyn & Paige Bennett		

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

Congratulations to the top 3 Cardinal District Spelling Bee Champions:

- Champion - Halle Dalpiaz
 - 1st Runner Up - Ashley Marcum
 - 2nd Runner Up - Aaron Erasmus
- *All three top spellers are 7th graders at CMS

Dr. Hunt believes we could ramp up the Student Recognition piece. We would like to add a 'What's Inside?' piece at the beginning of the meeting to focus on achievements in the buildings. We post a lot of information in the newsletters, but maybe there is some unique academic things that our kids and teachers are doing and we can spotlight them. We could give them a formal certificate and recognize them here at the meetings. Mrs. Anderson said not all people go on Facebook or Twitter so they do not see some of the cool things going on. Dr. Hunt would like to get the students, teachers and parents involved in recognizing the achievements of our kids. Mrs. Thomas stated she is struggling especially this year because she basically has only one school that is communicating things with her and she has asked them from the beginning of the year to share these items with her. Dr. Hunt stated those things are out there as they are sharing in the publications so maybe we need to change our spotlight to highlight different achievements. Mrs. Thomas is trying to figure out what will be highlighted and how we are going to get the word out to the buildings. Dr. Hunt stated we have Future City to highlight by bringing in the teacher, kids and parents to a meeting. Dr. Hunt asked Mr. McClain if any kids are going on the missions trip to Honduras with him, we could highlight them. We have lots of stuff going on that we can recognize the students for. Mrs. Thomas said that is what she is trying to do but she does not get the cooperation of the building principals. Ms. Knuckles suggested going back to highlighting one building at each meeting. The principal would bring in students or teachers and present what is going on in their building at the beginning of the meeting. Dr. Hunt agreed that would be a good idea. He does not have all the logistics but he feels we can expand our recognition beyond grades. We could start that in March.

Committees

Finance Committee - Mr. Klima stated he had a brief discussion with Ms. Knuckles in regards to the Finance Committee which we have not had for a few years. It may be a good time to reconsider that in order to continue to show transparency in our financial aspect of the District. Ms. Knuckles will get the information together and we will decide who shall be on this committee. *Ms. Knuckles added the last committee had one board member but can have two, community members and business leaders. We had a committee of five people and herself before but when those board members went off the board it faded away. They would meet separately to review the financial documents of the District. It can be a beneficial group if all attend and participate.* Dr. Hunt thought the group could be tasked with review and discussion of various financial matters. It would help to show the community where and what our financial position is. They can make recommendations for the Board to consider to gain community support. It can work to our favor in many ways.

Event Coordinator – Mr. Klima stated we have participated in parades and other activities sorta at the last minute. He thought there could be an event coordinator to make sure we are organized and involved in the different community events.

Executive Session:

It is necessary for this Board to go into this Executive Session for the confidential discussion of information so that the business of the District can be conducted effectively and efficiently.

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

Mr. McClain moved and Mrs. Anderson seconded a motion to retire to executive session for the purpose of Superintendent's Contract.

Roll call vote:

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

Motion approved: 7:19 P.M.

Time Retire: 7:25 P.M.

Time Return from Executive Session: 8:15 P.M.

Adjournment:

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

Meeting adjourned at 8:15 P.M.

Roll call vote: unanimous yes.

Kenneth Klima, President

Merry Lou Knuckles, Treasurer