

**MINUTES OF THE REGULAR MEETING  
OF THE AVON LAKE BOARD OF EDUCATION  
HELD September 13, 2016**

The Regular Meeting of the Avon Lake Board of Education was held on Tuesday, August 9, 2016 in the Avon Lake High School Media Center at 6:30 pm.

President Froehlich called the meeting to order.

Roll Call: Present: Mr. Cracas, Mr. Jantz, Mr. Froehlich, Mrs. Ohradzansky, Mr. Stobe  
Absent: None

Others: Debby Melda, Shannon Fitzgerald, Natalie Fior, Patti Wennerberg, Tina Durisek, Daniel Murdock, Larissa Ryan, Jeff Arra, Tom Barone, Autumn Streng and Bob Scott

Pledge of Allegiance

**SPECIAL PRESENTATION**

1. Service Presentation from Ohio School Boards Association to Dale Cracas, Charles Froehlich and Ronald Jantz Jr.  
*Deborah Melda, NEOSBA Executive Committee Member*
2. Food Service Update – Certification of Standards Governing Types of Foods and Beverages Sold on School Premises  
*Shannon FitzGerald, Food Service Supervisor/Dietitian*

State law in Ohio requires each school district board of education and each chartered nonpublic school board or governing authority to adopt and enforce nutrition standards governing the types of food and beverages that may be sold on the premises of its schools. Additionally, the board or governing authority must specify the time and place each type of food or beverage may be sold. The standards specified for beverages and food are minimum standards. Local districts and schools may adopt higher standards.

Each board or governing authority assigns staff to make sure that the district or school meets the nutrition standards in state law. The staff prepares an annual report regarding the district's or school's compliance with the standards. Completion of this survey fulfills the district or school's requirement to report to the Ohio Department of Education its compliance with state law. The board or governing authority must schedule an annual presentation on the report at one of its regular meetings and report the date of the annual presentation into this survey.

Avon Lake City Schools has adopted and is enforcing a nutrition standards policy that considers the requirements of Ohio Revised Code 3313.814 and governs the types of food and beverages that may be sold on the premises of its schools.

**#75-16**

**REVISION OF MINUTES**

Mrs. Ohradzansky moved, seconded by Mr. Jantz

1. Revision of Minutes  
To approve the revision of the following item from the Minutes of August 9, 2016:

#70-16 Superintendent's Report, Consent Item #1 Employment – John (Mitch) Keane FROM Seasonal Student Workers (8.15), effective 07/01/16 TO John (Mitch) Keane Seasonal / Summer Help (9.50), effective 07/01/16

2. Approve of Minutes

Regular Meeting - August 9, 2016

Roll Call: Yes: Mr. Cracas, Mr. Jantz, Mr. Froehlich, Mrs. Ohradzansky, Mr. Stobe  
No: None  
Abstain: None  
Motion carried.

**#76-16**

**ADDENDUM APPROVAL**

Mr. Cracas moved, seconded by Mr. Stobe:

1. Approve adding the Treasurer's Consent Items:
  - To add item #11 – Inter-district Service Area Contract
2. Approve adding the Superintendent's Consent Items:
  - To add items to #1 – Employment, #3 – Resignations, and #6 – Salary Changes
  - To add item #8 – Foreign Exchange Student

Roll Call: Yes: Mr. Cracas, Mr. Jantz, Mr. Froehlich, Mrs. Ohradzansky, Mr. Stobe

No: None

Abstain: None

Motion carried.

**#77-16**

**VERBAL ADDENDUM APPROVAL**

Mr. Cracas moved, seconded by Mr. Stobe:

1. Approve verbal changes to Superintendent's Consent Items:
  - Item #4 – Changes in Contract

Roll Call: Yes: Mr. Cracas, Mr. Jantz, Mr. Froehlich, Mrs. Ohradzansky, Mr. Stobe

No: None

Abstain: None

Motion carried.

**#78-16**

**TREASURER'S REPORT – CONSENT ITEMS**

Mr. Cracas moved, seconded by Mr. Jantz:

1. Regular Monthly Reports  
To approve the treasurer's report, the monthly financial statement (including paying of bills) and the investments as presented by the Treasurer
2. Advance, Return Advances or Transfers  
To authorize the Treasurer of the Avon Lake Board of Education to advance, return advances or transfer funds as needed - None
3. Adopt Annual (Permanent) Appropriations  
To adopt Annual (Permanent) Appropriations for FY 2017
4. Set Date for Special Board Meeting to Approve 5 Year Forecast  
To approve a Special Board of Education Meeting for October 26<sup>th</sup> at 6:00 p.m. in the Media Center for approval of the 5 Year forecast
5. Agreement to Join Ohio Schools Council  
To approve an Agreement to join Ohio Schools Council for the 2016-2017 school year. This includes the eVAS (Electronic Vendor Audit System) and ePas (Electronic Payroll Audit System) and Lake Erie Educational Media Consortium (LEEMC) at a cost of \$4,640.32.
6. Agreement with Applewood Centers, Inc. (The Gerson School)  
To approve an Agreement with Applewood Centers, Inc. operating an educational institution known as The Gerson School for the 2016-2017 school year
7. Amendment of Agreement by MSB Consulting Group, LLC and Healthcare Billing Services, Inc. (HBS)  
To approve an Amendment of Agreement by MSB Consulting Group, LLC and Healthcare Billing Services, Inc. for Medicaid billing and consultation services contract dated March 11, 2015
8. Business Associate Agreement with Healthcare Billing Services (HBS)  
To approve a Business Associate Agreement with Healthcare Billing Services (HBS) for Medicaid billing and consultation services effective August 1, 2016

9. Agreement with The LCADA Way  
To approve an Agreement with The LCADA Way for the 2016-2017 school year at a cost of \$26,600.00
10. Service Agreement with the Educational Service Center of Lorain County  
To approve a Service Agreement with the Educational Service Center of Lorain County to provide a part time Speech Language Pathologist temporarily two days per week at a cost of \$65.70 per hour
11. Inter-district Service Area Contract with the Educational Service Center of Cuyahoga County  
To approve an Inter-district Service Area Contract with the Educational Service Center of Cuyahoga County to provide one Intern School Psychologist for the 2016-2017 school year

Roll Call: Yes: Mr. Cracas, Mr. Jantz, Mr. Froehlich, Mrs. Ohradzansky, Mr. Stobe  
No: None  
Abstain: None  
Motion carried.

**#79-16**

**SUPERINTENDENT'S REPORT – CONSENT ITEMS A**

Mrs. Ohradzansky moved, seconded by Mr. Jantz:

1. Friend of the Schools  
To approve the following donation to benefit the Learwood Middle School Band Program. A *Friend of the Schools* Certificate will be sent as a token of our appreciation.

Michele Cold

Donation of one (1) Gemeinhardt Flute 72SP, Serial #N24762

2. Employment  
(Contingent upon a satisfactory criminal records check and applicable certification requirements as specified by law)

**To employ the following personnel for the 2016-2017 school year:**

Certified Staff

Marieugenia Cedron Bresnahan, Spanish Teacher, .5 time, Learwood Middle School, Masters in Education, University of Minnesota, Level IV-5, \$25,866.67, effective 09/02/16

Kathryn Udris, Special Education Intervention Specialist Teacher at Avon Lake High School, Bachelor of Science in Education, Kent State University, Level II-0, \$38,735.00

Tutors

Kaitlyn Leonard, Intervention Tutor at Learwood Middle School, 5.75 hour, Level I-0, \$20.99

Sarah Mooney, Special Education Intervention Specialist Tutor at Troy Intermediate School, 5.75 hour, Level I-0 \$20.99, effective 08/19/16

Cheryl Roof, Intervention Tutor at Eastview Elementary School, 3 hour, Level I-0, \$20.99, effective 08/19/16

Rebekah Sotcan, Intervention Tutor, Westview Elementary School, 3 hour, Level I-0, \$20.99, effective 09/13/16

Certified Staff Substitute

Nathan Holaway - Four Year Resident Educator, Multi-Age (K-12) Music, effective 08/23/16

Supplemental Contracts

Avon Lake High School

John Gill - Building Instructional Technology Coach (1) \$2,324  
Vincent Marsala - Building IT Technology Support (1) \$1162

Learwood Middle School

Andrew Gardner	-	Building Instructional Technology Coach (1) \$2,324
Sarah Lyons	-	MS Intramurals – Fall (1) \$1,023
Elizabeth Moffat	-	MS Drama .5 time (1) \$678
Janna Smith	-	SPED Team Leader .5 time (1) \$755.50
Anna Walters	-	MS Drama .5 time (1) \$678

Mentors

Erin Cheney	-	Resident Educator – Eastview Elementary (4) \$2264
Erin Cheney	-	Resident Educator – Eastview Elementary (4) \$1132 *
Patti Forte	-	Resident Educator – Erieview Elementary (2) \$2158
Krystine Frisch	-	Resident Educator – High School (4) \$2,264
Lana Jones	-	Resident Educator – Troy Intermediate School (1) \$2,057
Aerin Lockner	-	Regular Mentor – Troy Intermediate (1) \$2057
Jane Lyons	-	Resident Educator – Eastview Elementary (2) \$2158
Kim Matyi	-	Resident Educator – Redwood Elementary (2) \$2158
Colleen Penick	-	Resident Educator – High School (3) \$2,264
Alicia Reutter	-	Resident Educator – High School (2) \$2,158
Alicia Reutter	-	Resident Educator – High School (2) \$1,079 *
Patty Rini	-	Resident Educator – Learwood Middle (2) \$2158
Patty Rini	-	Resident Educator – Learwood Middle (2) \$1079 *
Patty Rini	-	Resident Educator – Learwood Middle (2) \$1079 *
Laura Smith	-	Resident Educator – Erieview Elementary (5) \$2375
Amy Storer	-	Regular Mentor – High School (3) 2,264

\*A Mentor who has more than one Mentee will receive 50% of the normal salary for each subsequent Mentee

Athletic Supplemental Contract

Avon Lake High School

Dave Dlugosz	-	Weight Room Conditioning Coordinator, 8 mths, (23), \$6,493.93
Kaitlin Leonard	-	Athletic Contest Supervisor (2), \$5,242.00
Eric Smith	-	Weight Room Conditioning Coordinator, 2 mths (1) \$1,159.83
Becky Uszak	-	Weight Room Conditioning Coordinator, 2 mths (10) \$1,474.67

Learwood Middle School

Matt Perry	-	Athletic Contest Supervisor, Fall (1), \$1,179.00
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Support Staff

Shari Del Guidice, 2-3/4 hours / 5 days per week Lunch Monitor at Troy, Level 0 (13.45), effective 9/19/16

Jaime Dix – 5 ¾ hours per day / 5 days per week Special Education Instructional Paraprofessional at Learwood, Level 0 BA (14.45), effective 08/22/16

Jennifer Klonk – 5 ¾ hours per day / 5 days per week Special Education Instructional Paraprofessional for Redwood LEAPS, Level 0 (13.45), effective 09/07/16

Terri Murdock – 5 ¾ hours per day / 5 days per week Special Education Instructional Paraprofessional for Learwood, Level 0 (14.45), effective 09/12/16

Mary Schneider – 3 hours per day 5 days per week Assistant Cook at Westview, Level 0 (12.56), effective 08/22/16

Kelly Stiles – 5 ¾ hours per day / 5 days per week Special Education Instructional Paraprofessional at Troy, Level 0 BA (14.45), effective 08/22/16

Support Staff Substitutes

Yvonne Frank – Nurse

Matt Smith – Provide training to the Theater/TV Production Crew (21.43), effective 08/01/16

Christine Starck – Nurse

Chris Vorisek – Bus Driver

3. Resignations

To accept the following resignations:

Tutors

Kathryn Udris, Special Education Intervention Specialist Tutor, Troy Intermediate School, effective the start of the 2016-2017 school year

Certified Staff Substitute

Brittany Lanese, Troy Intermediate School

Supplemental Contracts

Krystine Frisch, Consultant Teacher, effective the start of the 2016-2017 school year

Learwood Middle School

Rory Scarvelli - MS Intramurals - Fall

Support Staff

Matthew Forte – Seasonal Student Worker, *effective 08/31/16*

Laurel Gibbs – Lunch Monitor at Troy, *effective 08/06/16*

Victoria Sullinger – Special Education Instructional Paraprofessional at Troy, *effective 08/16/16*

Support Staff Substitute

Mary Schneider

4. Changes in Contracts

To approve the following changes in contracts:

Administration, effective 08/01/16

To approve an amendment to the contract of:

Tom Barone, Business Manager, salary of \$113,800

Robert Scott, Superintendent, salary of \$128,500

Autumn Streng, Treasurer, salary of \$110,500

Certified Staff

Tutors

Nina Casterline FROM Intervention Tutor, 3 hour, Westview Elementary School, Level I-2, \$22.15, TO Special Education Intervention Specialist Tutor, 5.75 hour, Avon Lake High School, Level I-2, \$22.15

Support Staff

Jean Adams FROM 2 ¼ hours per day / 5 days per week Lunch Monitor at Westview, Level 5 (14.47) TO 2.75 hours per day / 5 days per week Study Hall Monitor at the High School, Level 7 (15.23), *effective 09/08/16*

Becky Busch FROM 5 hours per day / 3 days per week Nurse, Level 8 (30.28) TO 5 hours per day / 4 days per week Head Nurse Level 8 (32.25) AND not to exceed 180 hours of work for the 2016-2017 school year performing administrative duties as the Head Nurse, Level 8 (32.25), *effective 08/01/16*

Yvonne Franke FROM 5 ¾ hours per day / 5 days per week Special Education Instructional Paraprofessional at Westview, Level 1 BA (14.71) TO 5 hours per day / 3 days per week Nurse, Level 0 (26.99), *effective 08/15/16*

Jeffrey Vidumsky FROM Seasonal Student Worker (8.15) TO 5 hours per day / 5 days per week / works school year Custodial Aide at the High School, Level 0 (13.20), *effective 08/22/16*

Chris Vorisek FROM 8 hours per day / 212 days per year Assistant to the Transportation Director, Level 20 (18.65) TO 3 ½ hours per day / 5 days per week / works school year as the Office Assistant at Troy, Level 20 (18.65) AND 2 ¼ hours per day / 5 days per week / works school year as the Office Assistant at the Transportation Center, Level 20 (18.65), *effective 08/01/16*

To approve an increase in work time for the following Study Hall Monitors at the High School FROM 2.67 hours per day / 5 days per week TO 2.75 hours per day / 5 days per week, *effective 08/23/16*

Carla Hosier                      Christine Light

To approve an increase in work time for the following Lunch Monitors at Eastview FROM 2 hours per day / 5 days per week TO 2.75 hours per day / 5 days per week, *effective 08/23/16*

Valerie Holub                      Stefanie McConnon                      Linda Swartz

5. Additional Compensation

To approve the payment at the staff development compensation hourly rate of pay (\$21.89) to Learwood certified staff providing assistance to students attending the Homework Club at Learwood Middle School during the 2016-17 school year:

Kim Cook                      Mike Ferrari  
 Ginny Schiros                      Janna Smith

To approve qualifying part-time teachers to be paid for additional time spent on an as needed basis for various reasons including, but not limited to, attendance at professional development workshops, staff inservice days and conference days during the 2016-2017 school year. Time will be documented through approved time sheets and rate of pay will be either the teacher's per diem rate of pay or the staff development rate of pay depending on the purpose of the additional time.

6. Salary Changes Due to Additional Hours

To approve the following changes in salary due to additional semester hours

<i>Name</i>	<i>Building</i>	<i>Degree</i>	<i>From Level</i>	<i>To Level</i>
Melissa Banjoff	Troy	M+30	V-A-19 (80569)	VI-19 (81537)
Marcy Demko	Troy	M+30	V-A-6 (59187)	VI-6 (60155)
Tina Edwards	Eastview	M+20	V-14 (76502)	V-A-14 (77470)
Natalie Fior	Administration	M+45	Step 5 (100961)	Step 5 (103618)
Linda Gebhardt	Redwood	M+20	V-15(17) (78051)	V-A-15(17) (79019)
Natalie Gemelas	High School	M+45	VI-19 (81537)	VII-19 (82506)
Jim Goodman	High School	M+20	V-9 (65075)	V-A-9 (66043)
Alicia Harcula	Erievew	M+20	V-7 (60504)	V-A-7 (61472)
Kathleen Hermensky	Troy	M+30	V-A-23(24) (82118)	VI-23(24) (83087)
Catherine Jackson-Brady	Red/Erie	M+20	V-8 (62789)	V-A-8 (63758)
Ashley Johnson	High School	M+30	V-A-14 (77470)	VI-14 (78438)
Brenda Jones	Erievew	M+45	VI-19 (81537)	VII-19 (82506)
Kim Kozar	Redwood	M+20	V-5 (55972)	V-A-5 (56940)
Sarah Lyons	Learwood	B+10	II-5 (47450)	III-5 (49581)
Kim Matyi	Redwood	M+30	V-A-13 (75185)	VI-13 (76153)
Katya Melott	Learwood	M+45	VI-10 (69297)	VII-10 (70265)
Megan Miller	Redwood	B+10	II-6 (49193)	III-6 (51440)
Jayde Morgan	Eastview	B+10	II-0, .5 time (19367.50)	III-0, .5 time (20142)
Ashley Pease	Learwood	M	III-A-3 (47876)	IV-3 (50510)
Colleen Penick	High School	M+10	IV-15 (77083)	V-15 (78051)
Lisa Petrella	Westview	M+20	V-15(16) (78051)	V-A-15(16) (79019)
Michelle Ptacek	Westview	M+10	IV-9 (64106)	V-9 (65075)
Mindi Sebastian	Erievew	M+30	V-A-19 (80569)	VI-19 (81537)
Lisa Zaworski	Redwood	M+10	IV-6 (57250)	V-6 (58219)

7. Chorale Performance Tour

To approve the Avon Lake HS Chorale (97 members) and chaperones, under the direction of Michael Lisi, to travel to Toronto, Ontario on a performance tour, March 30 - April 3, 2016. The Chorale will take part in a workshop with Dr. Hilary Apfelstadt, professor at The University of Toronto and with Matthew Emery, Composer who we will commission to write an original composition with the help of a grant from the Avon Lake City Schools Foundation. The Chorale will also be performing a concert at the University of Toronto with the University Men's and Women's Choruses. There will be no cost incurred by the Avon Lake City Schools Board of Education.

8. Troy Music Clinic

To approve payment to Maria Brown in the amount of \$60.00 for services performed during the Troy Music Clinic (paid for by a grant from the Avon Lake City Schools Foundation)

9. OAPSE Collective Bargaining Agreement, Article 34

To approve to accept the proposed changes and modifications to Article 34-Insurance of the OAPSE Collective Bargaining Agreement dated July 1, 2015-June 30, 2018

Roll Call: Yes: Mr. Cracas, Mr. Jantz, Mr. Froehlich, Mrs. Ohradzansky, Mr. Stobe  
No: None  
Abstain: None  
Motion carried.

**#80-16**

**SUPERINTENDENT'S REPORT – CONSENT ITEMS B**

Mr. Jantz moved, seconded by Mrs. Ohradzansky:

6. Salary Changes Due to Additional Hours

To approve the following changes in salary due to additional semester hours

<i>Name</i>	<i>Building</i>	<i>Degree</i>	<i>From Level</i>	<i>To Level</i>
Brenda Jones	Erievew	M+45	VI-19 (81537)	VII-19 (82506)

Roll Call: Yes: Mr. Jantz, Mr. Froehlich, Mrs. Ohradzansky, Mr. Stobe  
No: None  
Abstain: Mr. Cracas  
Motion carried.

**#81-16**

**DISCUSSION/ACTION ITEMS**

Mr. Stobe moved, seconded by Mrs. Ohradzansky:

1. Second Reading and Adoption of Proposed Revisions to the Avon Lake Board of Education Policy Manual

To approve a second reading and adoption of the following proposed policy revisions to the Avon Lake Board of Education Policy Manual:

File AFB	-	Evaluation of the Superintendent
File AFBA	-	Evaluation of the Treasurer
File BCCB	-	Evaluation of the Treasurer
File CBG	-	Evaluation of the Superintendent

Roll Call: Yes: Mr. Cracas, Mr. Jantz, Mr. Froehlich, Mrs. Ohradzansky, Mr. Stobe  
No: None  
Abstain: None  
Motion carried.

**#82-16**

**DISCUSSION ONLY**

Mr. Cracas moved, seconded by Mrs. Ohradzansky:

1. First Reading of Proposed Revisions to the Avon Lake Board of Education Policy Manual

To approve a first reading of the following proposed policy revisions to the Avon Lake Board of Education Policy Manual:

File GBE	-	Staff Health and Safety
File GBE-R	-	Staff Health and Safety
File GBP	-	Drug-Free Workplace
File IGBM	-	Credit Flexibility
File IGEE	-	Awarding of High School Diplomas to Veterans of War
File JEA	-	Compulsory Attendance Ages
File JEG	-	Exclusions and Exemptions from School Attendance

Roll Call: Yes: Mr. Cracas, Mr. Jantz, Mr. Froehlich, Mrs. Ohradzansky, Mr. Stobe  
No: None  
Abstain: None  
Motion carried.

**#83-16**

**ADJOURN**

Mr. Cracas moved, seconded by Mr. Jantz:

Roll Call: Yes: Mr. Cracas, Mr. Jantz, Mr. Froehlich, Mrs. Ohradzansky, Mr. Stobe  
No: None  
Abstain: None  
Motion carried.

**ADJOURN @ 7:38 pm**

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President of Board

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Treasurer of Board