

AVON LAKE CITY SCHOOL DISTRICT
REGULAR BOARD OF EDUCATION MEETING
AVON LAKE HIGH SCHOOL L.A.K.E. CENTER



DECEMBER 12, 2023

6:30 p.m. Regular Meeting

WELCOME

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance

SPECIAL PRESENTATIONS

- A. Curriculum & Instruction Report
Dr. Jack Dibee Jr., Assistant Superintendent
School Spotlight--Westview Elementary School
ALHS Program of Studies for 24-25
Grade 3 Fall OST Results

PUBLIC PARTICIPATION

- A. Public Participation
This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. Public comment is the opportunity to make a comment to the Board. Anyone wishing to address the Board will be asked to state their name, address, and topic, and they will be given three (3) minutes to speak. **If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used.** If your comment involves a problem with a student, employee, or Board member please do not address them by name. The primary role of the Board of Education is to listen and reflect on your comments. Sometimes Board members may respond or ask questions, but not always. Whether we respond or not, your input is valued.

APPROVAL OF REVISION OF MINUTES

To approve the following items from the Minutes of June 27, 2023

#84-23 Superintendent's Consent Items, Consent Item C, Change in Contract

Kristina Durisek FROM Special Education Instructional Paraprofessional, LEAPS Preschool, Redwood Elementary School, 5.75 hours per day / 5 days per week, Level 0 BA, \$15.83, effective 08/21/2023 TO Special Education Instructional Paraprofessional, LEAPS Preschool, Redwood Elementary School, 5.75 per day / 4 days per week, Level 0 BA, \$15.83, effective 08/21/2023

APPROVAL AND SIGNING OF MINUTES

A. Approval of Minutes

Regular Meeting - November 7, 2023

Special Meeting - November 12, 2023

Special Meeting - November 29, 2023

LIAISON REPORTS/INFORMAL BOARD DISCUSSION

TREASURER'S CONSENT ITEMS

A. 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

B. 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

C. Amend Appropriations

To amend Appropriations for FY 2024 as needed

D. Approval of Then and Now Purchase Orders

To approve Then and Now purchase orders as presented by the Treasurer as needed

E. Bleacher Inspection Agreement

To approve an Agreement with Dant Clayton Corporation to conduct bleacher inspections from 2024 through 2028 at a cost of \$10,266

F. Contract with University Hospitals Physician Services dba UH Occupational Health

To approve a Contract with University Hospitals Physician Services dba UH Occupational Health for Hepatitis B Vaccination Series for employees during the 2023-2024 school year

G. Pupil Transportation Agreement with Suburban Tender Loving Care

To approve a Pupil Transportation Agreement with Tender Loving Care for the 2023-2024 school year with cost to be determined on a case by case basis

H. Lorain County Community College Agreement

To approve an agreement with Lorain County Community College for Bilateral Articulation of CC+ classes for the 2023-2024 school year

I. US OMNI & TSACG Compliance Services Agreement

To approve an agreement with US OMNI & TSACG to provide retirement plan consulting, compliance and administrative services

J. Agreement with Transfinder to Migrate to Routefinder PLUS Software

To approve the proposal from Transfinder to migrate from Routefinder Pro to Routefinder PLUS software, including cloud hosting services and training, to be implemented beginning January, 2024. The migration cost will be \$7,125 and the annual hosting fee will be \$2,960.

K. Student Fees for the 2024-2025 School Year

To adopt the following school fees for the 2024-2025 school year

Avon Lake High School - 2024-2025 School Year

ART FEE

Advanced Ceramics	50.00
Advanced Photography	120.00
AP® Studio Art 2D*/3D*	100.00
Art Therapy	50.00
Ceramics	50.00
Digital Photo/Photoshop Tech	60.00
Digital Design/Illustration	60.00
Art and Design Explorations	50.00
Photography	120.00
Studio Art 2D/3D	50.00

BUSINESS & TECH FEE

Word Processing for College	5.00
Personal Business Skills	5.00

HEALTH/PE FEE

Health 10	5.00
Physical Education	5.00
S.W.A.Q	5.00
Team Sports I & II	5.00
Yoga Balance & Core	5.00

INDUSTRIAL TECHNOLOGIES FEE

Architecture I Honors	25.00
Computer Building	25.00
Drone Technology	25.00
Engineering Drawing I,II,III,IV	30.00
Introduction to Engineering Honors	20.00
Introduction to Manufacturing	60.00
Robotics	10.00

INSTRUMENTAL MUSIC FEE

Chamber Orchestra/Honors	35.00
Concert Band/Honors	35.00
Concert Orchestra	35.00
Jazz Band	35.00
String Orchestra/Honors	35.00
Symphonic Band/Honors	35.00

World Music: Drumming	35.00
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ELA FEE

American Literature	17.00
English 9 Honors	16.00

SCIENCE FEE

AP® Biology*	25.00
AP® Chemistry *	40.00
AP® Environmental Science*	30.00
AP® Physics I & II*	20.00
AP® Physics C*	20.00
Biology / Biology Honors	30.00
Biotechnology (DNA)	25.00

SCIENCE FEE (cont)

Chemistry/Honors	30.00
Chemistry in the Community	25.00
Integrated Science	10.00
Physical Science	20.00
Physics (All)	10.00

VOCAL MUSIC FEE

Chorale/Honors	35.00
Da Cantari/Honors	35.00
Men's /Women's Chorus	35.00

WORLD LANGUAGE FEE

French I, II, III, IV	9.00
French Honors II, III, IV	9.00
Spanish I, II, III, IV	9.00
Spanish Honors II, III, IV	9.00

MISCELLANEOUS FEE

Parking Pass	20.00
Senior Pass/Junior Pass	2.50
Senior/Junior Pass Replacement	10.00
Student ID Replacement	5.00

AP® TESTING FEE

AP® Biology	98.00
AP® Calculus AB	98.00
AP® Calculus BC	98.00
AP® Chemistry	98.00
AP® Computer Science/Principles	98.00
AP® Economics	196.00
AP® Environmental Science	98.00
AP® French	98.00
AP® Government/Politics	98.00
AP® Language Comp.	98.00
AP® Literature Comp.	98.00
AP® Music Theory	98.00
AP® Physics I and II	196.00
AP® Physics C	196.00

AP® Psychology	98.00
AP® Research	146.00
AP® Seminar	146.00
AP® Spanish	98.00
AP® Statistics	98.00
AP® Studio Art 2D	98.00
AP® Studio Art 3D	98.00
AP® US History	98.00

HIGH SCHOOL STUDENT FEE

Activity Fee	20.00
Instructional License	5.00
Locker Fee	2.50
Student ID	2.50
Technology Fee	35.00 (new)

L. Resolution Approving Payment in Lieu of Transportation

To approve an addendum to the Resolution Approving Payment in Lieu of Transportation that was originally passed on 09/12/2023 and add/remove the following students to the Board of Education Resolution for Declaring Transportation to be Impractical for the 2023-2024 school year

New for 2023/2024 School Year

<u>Student Name(s)</u>	<u>School(s) Selected and Grade(s)</u>	<u>Parent(s)/Guardian(s)</u>
2. Zain D	Birchwood School Gr 08	Samer D
3. Manuel D Y	Birchwood School Gr 01	M D A
4. Emma R	Open Door Christian Academy Gr 03	Brent R
5. Madison A	St. Bernadettes Gr 02	Grant A

Moved out of District/Enrolled in ALCS or rolled over to 9th grade (deleted from last year)

Remove the following:

13. Adalyn K	Westside Christian Academy	Gr 04	Jamie K
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TREASURER’S DISCUSSION/ACTION ITEMS

A. To Elect President Pro Tempore for Organizational Meeting

To elect _____ as President Pro Tempore for the Organizational Meeting

B. Authorizing Agreement with Contractor for the Learwood Middle School Panic Bars Project

The Superintendent recommends awarding a contract to Cleveland Door Controls, Inc. (the “Contractor”) for the Learwood Middle School Panic Bars Project (the “Project”) and requests authority to negotiate and enter into an agreement with Contractor for the Project.

Rationale:

1. District Administrators identified the need to install panic bars at the exterior doors of Learwood Middle School.
2. The Project is outside the scope of the competitive bidding requirements defined in ORC 3313.46 because the cost of the Work does not exceed \$50,000.
3. The District may pay for some or all of the Project using federal grant funding, accordingly this procurement complies with the procurement requirements under 2 CFR 200.320(a), as the District attempted to solicit three pricing quotations, which District Administrators believe to be an adequate number of quotations, from qualified sources.
4. Through this solicitation process and based on the responses of vendors, Contractor was determined to be in the best interest of the District to perform the Project.
5. Contractor has provided a quotation for the Project in the total amount of \$22,800.
6. The Superintendent recommends approving the selection of Contractor for the Project and authorizing the negotiation of an agreement with the Contractor for the Project in an amount not-to-exceed \$22,800 (the "Contract Sum").
7. Additionally, the Superintendent requests authority to enter into change orders on behalf of the Board in a total amount not to exceed 10% of the Contract Sum; change orders in excess of that amount will be brought to the Board for its approval.

The Board of Education resolves as follows:

1. Based on the information provided, the Board finds that the District received pricing quotations from an adequate number of qualified sources.
2. The Board approves the selection of Contractor as the firm in the best interest of the District for the Project and authorizes the Superintendent and Treasurer, working with legal counsel, to negotiate and enter into an agreement with Contractor in an amount not-to-exceed the Contract Sum, and to execute any other documents consistent with the intent of this resolution.
3. The Board further authorizes the Superintendent and Treasurer to sign change orders related to the Project in a total amount not to exceed 10% of the Contract Sum; should a change order exceed this amount individually or as the aggregate of change orders for the work, the change order will be brought to the Board for approval prior to the work being performed.

C. Selecting Behnke Associates, Inc. and Authorizing Negotiation of an Agreement for Design Professional Services for the Tennis Courts Renovation Project

The Superintendent recommends Behnke Associates, Inc. (the "Architect") as the most qualified firm to serve as the architect and provide design and related construction administration services for work on the Tennis Courts Renovation Project (the "Project") and the Superintendent requests authority to negotiate an agreement with the Architect for these services.

Rationale:

1. The Board requires the services of a design professional to provide design services and related construction administration services for work on the Project.

2. Sections 153.65 through .71 of the Ohio Revised Code prescribes a qualifications-based selection process, which is required to be followed by public entities when professional design services are needed.
3. In accordance with the statutory process, District Administrators publicly advertised and issued a request for qualifications for professional design services and evaluated the statements of qualifications submitted by professional design firms.
4. Following this evaluation, District Administrators identified the Architect to be the most qualified to provide the required design professional services.
5. The Architect submitted a proposal for design services and related construction administration for the Project in the amount of \$78,400 for its Basic Services and \$1,500 for reimbursable expenses for a total amount not to exceed \$79,900.00.

The Board of Education resolves as follows:

1. The Board selects the Architect as the firm most qualified to perform the required design and construction administration services for the Project.
2. The Board authorizes the Superintendent, Treasurer, and Director of Operations, working with other administrators and legal counsel, to negotiate and execute an agreement with the Architect to perform design services and related construction administration services for the Project in an amount not to exceed \$79,900.00.
3. The Board authorizes the Superintendent and Treasurer to sign any other documents necessary to effectuate the intent of this resolution.

TREASURER'S DISCUSSION ONLY

SUPERINTENDENT'S CONSENT ITEMS

A. Friends of the Schools

To approve the following donations to benefit Avon Lake City Schools. A *Friend of the Schools* certificate will be sent as a token of our appreciation.

Lescher Tree Care & Land Clearing, Inc.

Donation of services for the previous installation and for the continued maintenance of the Eagle Cameras at Redwood Elementary School

Rettig Music

Donation of a Cello to be used by the Orchestra at Avon Lake High School

B. Certified Personnel

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

To resolve to approve the following certified personnel recommendations:

Retirement

Last Name	First Name	Position	Building	Effective Date
Bickerton	Hilary	English Teacher	High School	08/16/2024
Kapalko	Yvonne	Math Teacher	Learwood	06/07/2024
Meyers	Janet	Music Teacher	Westview	05/31/2024

Additional Compensation

Last Name	First Name	Position	Hours/Days	Building	Contract	Effective Date	Rate of Pay
Farney	Jennifer	Chaperone-Washington DC	n/a	Learwood	10/25 - 10/27/2023	n/a	\$300
Jarufe	Emilio	Fall Production Musical Director	n/a	High School	n/a	Fall 2023	\$2000
Jarufe	Emilio	Spring Production Musical Director	n/a	High School	n/a	Spring 2024	\$3800

Leave of Absence

Last Name	First Name	Building	Start Date	Return Date
Quinn	Angela	High School	11/01/2023	01/03/2024
* Return date adjusted				

C. Classified Personnel

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

To resolve to approve the following classified personnel recommendations:

Employment

Last Name	First Name	Position	Hours/Days	Building	Contract	Effective Date	Salary
Demyan	Jessie	Maintenance	8	Districtwide	2023-2024	12/05/2023	Level 0, \$18.61 per hour
Smith	Mason	Custodial Aide	8	High School	2023-2024	12/18/2023	Level 0, \$14.55 per hour
Stepak	Christopher	Lunch Monitor	2.25	Erievew	2023-2024	12/04/2023	Level 0, \$14.83 per hour
Support Staff Substitutes							
Calogeras	Julie	Substitute	N/A	District	N/A	11/02/2023	Sub Rate
Greene	Jaime	Substitute	N/A	District	N/A	11/28/2023	Sub Rate
Janiszewski	Alecia	Substitute Nurse	N/A	District	N/A	11/17/2023	Sub Rate

Sedberry	Terry	Substitute	N/A	District	N/A	11/20/2023	Sub Rate
Stefan	Stacey	Substitute	N/A	District	N/A	08/22/2023	Sub Rate

Resignation

Last Name	First Name	Position	Building	Effective Date
Hyland	Vicki	Assistant Cook	Eastview	11/30/2023

Retirement

Last Name	First Name	Position	Building	Effective Date
Toledo	Susan	Bus Driver	Transportation	01/05/2024

Change in Contract

Last Name	First Name	From	To	Effective Date
Jannuzzi	Jennifer	Secretary, High School, 220 work days per year, Level 13, \$27.93 per hour	Secretary, District Office, 260 work days per year, Level 13, \$27.93 per hour	TBD

Additional Compensation

Last Name	First Name	Position	Hours/Days	Building	Contract	Effective Date	Rate of Pay
Corbin	Shawna	Chaperone-Washington DC	n/a	Learwood	10/25 - 10/27/2023	n/a	\$300

Leave of Absence

Last Name	First Name	Building	Start Date	Return Date
Martin	Theresa	District	10/03/2023	11/20/2023 *
Mills	Thomas	Troy	12/05/2023	02/17/2024
Post	Todd	Redwood	09/06/2023	12/11/2023 *
* Return date adjusted				

D. Supplemental Contracts

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

To resolve to approve the following supplemental contract recommendations:

Supplemental Contracts

Last Name	First Name	Position	Building	Effective Date	Salary
Athletic Supplementals					
Bennett	Mark	Freshmen Coach, Wrestling	High School	2023-2024	Year 9, \$4,524
Burgess	Adam	JV Coach, Softball	High School	2023-2024	Year 1, 3,479
Krawiec	Beth	Assistant Coach, Lacrosse, Girls	High School	2023-2024	Year 1, \$3,575
Nilson	Wade	Head Coach, Hockey	High School	2023-2024	Year 4, \$5,469
Schaefer	Erin	Assistant Coach, Softball	High School	2023-2024	Year 6, \$4,016
Volunteers					
Kuwalu	Kaylee	Coach, Softball	High School	2023-2024	n/a
Neck	Charles	Coach, Wrestling	Middle School	2023-2024	n/a

E. Salary Change Due to Additional Hours

To approve the following change in salary due to additional semester hours effective the start of the 2023-2024 school year:

Salary Change Due to Additional Hours

Last Name	First Name	Building	Degree	From Level	To Level
Mayer	Amanda	ALHS	B+10	Level II-8, \$56,891	Level III-8, \$59,569

F. Choral Accompanist

To provide compensation to Annie Kaschube for services provided to the Avon Lake High School Choral Program. Not to exceed \$8,000 for the 2023-2024 school year.

SUPERINTENDENT’S DISCUSSION/ACTION ITEMS

A. 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 BBFA - Board Member Conflict of Interest
- File DJB - Petty Cash Accounts
- File DM - Deposit of Public Funds (Cash Collection Points)
- File EBCD - Emergency Closings
- File EF/EFB - Food Services Management/Free and Reduced-Price Food Services
- File GBG - Staff Participation in Political Activities
- File GBI - Staff Gifts and Solicitations
- File GCB-1 - Professional Staff Contracts and Compensation Plans (Teachers)
- File GCPD - Suspension and Termination of Professional Staff Members

File IGBEA	-	Reading Skills and Assessments and Intervention (Third Grade Reading Guarantee)
File IGCF	-	Home Schooling
File IGD	-	Cocurricular and Extracurricular Activities
File IGDJ	-	Interscholastic Athletics
File IGDK	-	Interscholastic Extracurricular Eligibility
File IIA	-	Instructional Materials
File IKE	-	Promotion and Retention of Students
File IL	-	Testing Programs
File JEA	-	Compulsory Attendance Ages
File JEC	-	School Admission
File JECBC	-	Admission of Students From Nonchartered or Home Schooling
File JECBD	-	Intradistrict Open Enrollment
File JECE	-	Student Withdrawal From School (Loss of Driving Privileges)
File JEDA	-	Truancy
File JEG	-	Exclusions and Exemptions From School Attendance
File JGD	-	Student Suspension
File JGE	-	Student Expulsion
File JHCD	-	Administering Medicines to Students
File JN	-	Student Fees, Fines and Charges
File KI	-	Public Solicitations in the Schools
File KJA	-	Distribution of Materials in the Schools

B. Facilitation Proposal: Strategic Visioning

To approve the *Facilitation Proposal: Strategic Visioning* proposal presented by Organizational Effectiveness Strategies, Inc. at a cost not to exceed \$25,000.

SUPERINTENDENT’S DISCUSSION ONLY

ANY OTHER ITEMS TO COME BEFORE THE BOARD

ADJOURNMENT

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Next Regular Meeting will be held on January 9, 2024, 6:30 p.m.
Avon Lake High School L.A.K.E. Center

The mission of the Avon Lake City Schools, a district committed to personalized educational excellence, is to challenge all students and develop their individual goals through community partnerships, resources and technologies which will produce responsible and compassionate citizens.