

CLOVERLEAF LOCAL SCHOOLS  
BOARD OF EDUCATION WORK SESSION

October 24, 2011

Cloverleaf BOE Elementary Building Tour  
5:30 P.M

Seville Intermediate School

7:00 P.M.

AGENDA

A. **OPENING OF MEETING**

A-1. President calls meeting to order

A-2. President calls on Treasurer to take the roll:

ROLL CALL: MR. BERRY \_\_\_\_\_ MR. DOTY \_\_\_\_\_

MR. HUTSON \_\_\_\_\_ MRS. RYCH \_\_\_\_\_ MR. SCHMIDT \_\_\_\_\_

A-3. Pledge to flag

A-4. Mission Statement

*The mission of the Cloverleaf Local Schools, a unified community committed to an interactive approach to life-long learning, guarantees all students an excellent education that prepares them for life's challenges, by providing innovative instruction filled with engaging, experience-based learning opportunities, delivered by highly qualified educators in a safe, stimulating, and respectful environment.*

A-5. Additions or Deletions to Agenda

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_

- A-6. **Minutes** of the September 26, 2011 regular session, the October 10, 2011 special session.

It is recommended that the Cloverleaf Board of Education approve the minutes of the September 26, 2011 regular session, the October 10, 2011 special session.

\_\_\_\_\_ moved, seconded by \_\_\_\_\_  
that the foregoing recommendation be approved.

ROLL CALL: MR. BERRY \_\_\_\_\_ MR. DOTY \_\_\_\_\_

MR. HUTSON \_\_\_\_\_ MRS. RYCH \_\_\_\_\_ MR. SCHMIDT \_\_\_\_\_

B. RECOGNITION AND PUBLIC PARTICIPATION

- B-1 At this time, we will hear comments from the public. Please give your name and address and limit your remarks to three minutes.

Since this is a business meeting of the board of education, this will be the only open remarks opportunity for the public at tonight's meeting. All other questions or concerns that may arise should be directed to an administrator or board member at a later date and time.

- B-2 **Wal-Mart Teacher Reward Recipient** – Wendy Nelson

- B-3 **Fiscal Emergency**

Mr. Roger Hardin – Asst. Director, Office of Finance and Management Services, Ohio Department of Education

Mr. William Pepple, Esq. – Attorney, Pepple & Waggoner

C. **PERSONNEL** – Mr. Kubilus

C-1 **Medina County Substitute Teacher Tutor List**

It is recommended the Cloverleaf Board of Education approve the Substitute Teacher/Tutor list as presented:

Both:

Cartwright	Lauren	Hussey	Kevin	Neidert	Elizabeth
Fisher	Amanda	Illig	Christine	Patyak	Lauren
Frankart	Amanda	Kadilak	Jessica	Rendon	Maurice
Franklin	Teresa	Kadilak	Jessica	Rothacher	Sue
Gleason	Kelly	Kline	Camille	Scheutzow	Heather
Goddard	Nicholas	Mittler	Donna	Shrewsbury	Heather
		Nied	Benjamin	Sofranko	Matthew
				Stoll	Kelsey

C-2 **Certified Staff Contract**

It is recommended that the Cloverleaf Board of Education approve Alanna Gasper Adaptive Physical Education Instructor, compensation at a rate of \$41.85/hr. for every hour of adaptive physical education instruction that occurs outside of her contracted work day, not to exceed one hour per week, effective October 8, 2011.

C-3 **Classified Staff Resignation**

It is recommended that the Cloverleaf Board of Education accept the following classified staff resignations of educational aides who have accepted another position within the district, contingent upon board approval of said position:

Heather Osborne, 3/75 hr./day educational aide, High School, effective September 29, 2011

Anita Whitslar, 3.75 hr./day educational aide, Middle School, effective October 18, 2011

Melissa Henderson, 3.5 hr./day educational aide, Middle School, effective October 17, 2011

**C-4 Classified Staff Change in Status**

It is recommended that the Cloverleaf Board of Education approve the classified staff change in status of:

Melissa Henderson from 3.5 hrs./day Middle School Educational Aide to 6.5 hrs./day Lodi Primary Educational Aide, \$10.15/hr., effective October 17, 2011.

Anita Whitslar from 3.75 hr./day Middle School Educational Aide to 3.75 hrs./day High School Educational Aide, \$10.66/hr., effective October 18, 2011.

Heather Osborn from 3.75 hrs./day High School Educational Aide to 4.5 hrs./day Middle School Educational Aide, \$10.66/hr., effective September 29, 2011.

Lynn Livengood, educational aide, transportation from 7 hrs./day to 6.75 hrs./day, \$11.57/hr., effective August 23, 2011

Olivia Daunhauer, educational aide, transportation, from 7 hrs./day to 6.75 hrs./day, effective August 23, 2011

Barb Riedel, educational aide, transportation, from 6 hrs./day to 7.25 hrs./day, effective August 23, 2011.

**C-5 Classified Staff Appointment**

It is recommended that the Cloverleaf Board of Education approve the following classified staff appointments:

Dawn Sykes, 6 hr./day courier, initial placement transportation, \$12.73/hr., effective October 25, 2011.

Susan Church, 2.5 hr./day educational aide, initial placement Lodi Primary, \$10.15 /hr., effective October 17, 2011.

C-6 **Classified Hours**

It is recommended that the Cloverleaf Board of Education approve the set hours for bus drivers for the 2011-2012 school year as presented.

<b>BUS DRIVER</b>	<b>BUS #</b>	<b>A.M.</b>	<b>MID</b>	<b>P.M.</b>	<b>TOTAL</b>
Barlock, Jackie	18	3.25		3	6.25
Cooke, Sandy	8	3.5	2	2.5	8
Deeks, Eric	19	2.75	2	2.75	7.5
Deucore, Amie	15	3.5	2	2.5	8
Drollinger, Gary	11	3.75		2.75	6.5
Feckner, Amanda	44	3.25		2.5	5.75
Gentile, Donna	17	3.25		2.5	5.75
Grace, Jennifer	2	3		2.75	5.75
Haney, Norm	3	3.25		2.5	5.75
Haumesser, Pat	29	4		2.75	6.75
Kupchick, Marti	7	3.5	2	2.5	8
Long, Angie	53	4		4	8
Myers, Sherry	22	3.5	2	2.5	8
Noernberg, Ellie	40	3	2	2.5	7.5
Ramey, Sherry	34	3.75		2.5	6.25
Rine, Pam	5	3.25	2	2.75	8
D.Rose	20	2.75		2.75	5.5
Shaw, Orrville	41	2.75		2.25	5
Shirley, Kathy	49	3.5	2	2.5	8
Siekbart, James	54	4.25		3.25	7.5
Sims Stacey	48	3.75		2.5	6.25
Steppenbacker, Sue	46	3.25		2.25	5.5
Stormer, Dee Dee	39	3.5		3.5	7
Swiat, Linda	38	3.25	2	2.75	8
Sykora, Lisa	42	3.5		2.25	5.75
Syverson, Leona	45	3.75		2.75	6.5
Tressler, Erica	16	3.5		2.25	5.75
Ulmer, Lynn	21	3	2	3	8
Wiley, Heather	12	3.25		2.75	6
Wolff, Don	23	2.5		2.75	5.25
Wurst, Ken	55	3.5		2.5	6
R.Yoss	52	3.75		4.25	8
<b>VAN DRIVER</b>					
P.Lange	104	3.75		3.25	7

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**C-7 Supplemental Staff Resignation**

It is recommended that the Cloverleaf Board of Education accept the following supplemental staff resignations for the 2011-2012 school year

Rachel Frisby            Assistant Gymnastics Coach  
Kimberly Manix        Middle School Yearbook Advisor

**C-8 Supplemental Staff Appointments**

It is recommended that the Cloverleaf Board of Education approve the following supplemental staff appointments:

Varsity Assistant Wrestling Coach	Kurt Wentink	\$3,489.20
Boys Basketball Varsity Assistant	Rick Hewit	\$4,535.96
Boys Basketball Head 8 <sup>th</sup> Grade Coach	Randy Pollock	\$3,489.20
Boys Basketball Head 7 <sup>th</sup> Grade Coach	Scott Murphy	\$3,489.20
Girls Basketball Head 7 <sup>th</sup> Grade Coach	Michael Mental	\$3,489.20
Girls Softball JV Coach	Kevin Graham	\$3,489.20
Middle School Yearbook Advisor	Samantha Rogers	\$ 523.38
High School Robotics Advisor	James Vaughn	\$ 348.92

**C-9 Supplemental Staff Contract Correction**

It is recommended that the Cloverleaf Board of Education approve the supplemental staff contract correction of Thomas Cooper, Head 8<sup>th</sup> Grade Football Coach, to credit 8 years experience from previous districts, **from \$3,663.66 to \$4,361.50.**

**C-10 Classified Substitute Appointments**

It is recommended that the Cloverleaf Board of Education approve the following classified staff substitute appointments:

Bradley Scherz, substitute custodian, effective October 3, 2011, \$9.39/hr.  
Nadine Nichols, substitute bus driver, effective October 25, 2011, \$13.21/hr.  
Douglas Huffman, substitute bus driver, effective October 25, 2011, \$13.21/hr.

**Cloverleaf Board of Education approval of items C-1 through C-10 by consent.**

\_\_\_\_\_ moved, seconded by \_\_\_\_\_  
that the foregoing recommendation be approved.

ROLL CALL: MR. BERRY \_\_\_\_\_ MR. DOTY \_\_\_\_\_

MR. HUTSON \_\_\_\_\_ MRS. RYCH \_\_\_\_\_ MR. SCHMIDT \_\_\_\_\_

D. **BUSINESS/FINANCE** – Mrs. Workman

D-1 **Treasurer's Report** and authorization to pay bills.

It is recommended that the Cloverleaf Board of Education accept the Treasurer's Report and approval of checks issued per attached.

D-2 **Amended Appropriations FY 2012**

It is recommended that the Cloverleaf Board of Education approve the amended appropriations as presented.

D-3 **Five Year Forecast and Assumptions FY 2012**

It is recommended that the Cloverleaf Board of Education approve the Five Year Forecast and Assumptions FY 2012 as presented.

**Cloverleaf Board of Education approval of item D-1 through D-3 by consent.**

\_\_\_\_\_ moved, seconded by \_\_\_\_\_  
that the foregoing recommendation be approved.

ROLL CALL: MR. BERRY \_\_\_\_\_ MR. DOTY \_\_\_\_\_

MR. HUTSON \_\_\_\_\_ MRS. RYCH \_\_\_\_\_ MR. SCHMIDT \_\_\_\_\_

E. **SUPERINTENDENT'S REPORT** – Mr. Kubilus

E-1 **Overnight Trip**

It is recommended that the Cloverleaf Board of Education approve the following overnight trip as presented:

December 28-29, 2011 Cloverleaf High School Wrestling Team to Solon, Ohio for a Wrestling Tournament at Kenston High School.

E-2 **Snow Removal Contracts** (Attachments)

It is recommended that the Cloverleaf Board of Education approve the snow removal contracts with Peters Prof. Landscaping Inc. and Schmitz Snow Plowing for the 2011-2012 school year as presented, to be paid out of General Fund.

E-3 **Payment in Lieu of Transportation**

It is recommended that the Cloverleaf Board of Education declare it impractical to transport students to the following locations and authorize payment in lieu of transportation as set by the State Department of Education for the 2010-2011 school year.

Buckeye Local School District  
Hoban  
Kingsway Christian School  
Old Trail School  
St. Francis Xavier  
St. Ignatius  
St. Vincent-St. Mary  
Summit Academics  
Wooster Christian School

E-4 **Sale of School Buses**

It is recommended that the Cloverleaf Board of Education approve the sale of two retired (2) school buses to Yellow Bus Sales in the amount of \$1,200/each.

**E-5 Approve Purchase Orders**

It is recommended that the Cloverleaf Board of Education approve the following purchase orders:

\$3,599.75 to Truck Sales, Inc. for August repair to floor of Bus #11  
\$11,605.73 to Sunoco Suntrack, for August fuel purchase for buses/vans

**E-6 Donations**

It is recommended that the Cloverleaf Board of Education accept the following donations:

From Paul and Dee Ehret – soccer goal valued at \$500 to Cloverleaf Local School District.  
From Oaks Family Care Center, \$1,000 to the Elementary Counseling Program to implement PATHS Curriculum to at-risk students in PreK-2<sup>nd</sup> Grade.

**Cloverleaf Board of Education approval of item E-1 through E-6 by consent.**

\_\_\_\_\_ moved, seconded by \_\_\_\_\_  
that the foregoing recommendation be approved.

ROLL CALL: MR. BERRY \_\_\_\_\_ MR. DOTY \_\_\_\_\_

MR. HUTSON \_\_\_\_\_ MRS. RYCH \_\_\_\_\_ MR. SCHMIDT \_\_\_\_\_

**E-7 Re-Allocation of Contractor Funds**

It is recommended that the Cloverleaf Board of Education approve the re-allocation of funds for the contract of Ruhlin Construction

	<u>From:</u>	<u>To:</u>
Fee	\$ 645,982	\$ 600,000
DPE (Staff)	\$ 651,018	\$ 705,500
Reimbursable Costs	<u>\$ 45,000</u>	<u>\$ 36,500</u>
Totals	\$1,342,000	\$1,342,000

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**Cloverleaf Board of Education approval of item E-7**

\_\_\_\_\_ moved, seconded by \_\_\_\_\_  
that the foregoing recommendation be approved.

ROLL CALL: MR. BERRY \_\_\_\_\_ MR. DOTY \_\_\_\_\_

MR. HUTSON \_\_\_\_\_ MRS. RYCH \_\_\_\_\_ MR. SCHMIDT \_\_\_\_\_

**F. UNFINISHED BUSINESS**

**G. NEW BUSINESS**

G-1 **H.B. 136**

G-2 **Finance Committee Report**

G-3 **Elementary Summer School Update** – Robert Hevener, Karen Martin  
Denise Berry

**H. EXECUTIVE SESSION**

It is recommended that the Cloverleaf Board of Education go into executive session to discuss the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee.

\_\_\_\_\_ moved, seconded by \_\_\_\_\_  
that the foregoing recommendation be approved.

ROLL CALL: MR. BERRY \_\_\_\_\_ MR. DOTY \_\_\_\_\_

MR. HUTSON \_\_\_\_\_ MRS. RYCH \_\_\_\_\_ MR. SCHMIDT \_\_\_\_\_

Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_

I. **ADJOURNMENT**

\_\_\_\_\_ moved, seconded by \_\_\_\_\_  
that the foregoing recommendation be approved.

ROLL CALL: MR. BERRY \_\_\_\_\_ MR. DOTY \_\_\_\_\_

MR. HUTSON \_\_\_\_\_ MRS. RYCH \_\_\_\_\_ MR. SCHMIDT \_\_\_\_\_

Time: \_\_\_\_\_