

September 26,

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The Board of Education of the Cloverleaf Local School District met in regular session on September 26, 2011 at 7:00 p.m. at the Lodi Primary School. Mr. Michael Schmidt, President, called the meeting to order. Upon roll call the following members responded:

Mr. Christopher Berry	Mr. Joseph Doty
Mr. William Hutson	Mrs. Jane Rych
Mr. Michael Schmidt	

## **PLEDGE OF ALLEGIANCE**

## **MISSION STATEMENT**

### **2011-129 APPROVAL OF MINUTES**

Mr. Hutson motioned, seconded by Mrs. Rych to approve the minutes of the August 22, 2011 regular meeting, and the September 12, 2011 special meeting as submitted.

Roll call as follows:

Ayes: Mr. Hutson, Mrs. Rych, Mr. Berry, Mr. Doty and Mr. Schmidt

Nays: None

Motion Carried

## **RECOGNITION AND PUBLIC PARTICIPATION**

### **PUBLIC PARTICIPATION**

Michelle Justice and three Cloverleaf students expressed their reasons to recommend Ken Detwiler, alumni of Cloverleaf, for head coach. Mr. Detwiler provided his qualifications and desires to be a volunteer head coach. The Board will discuss this matter further during the supplemental positions section of the agenda.

### **STUDENT RECOGNITION**

Jacob Dunbar was recognized as the Suburban League Tennis Singles Champion All Ohio Team and 4<sup>th</sup> place finish at the State Championship for the 2010-2011 school year.

### **2011-130 PERSONNEL**

Upon the recommendation of Superintendent Kubilus, Mr. Berry motioned, seconded by Mr. Hutson to approve the following personnel items:

#### **1. Medina County Substitute Teacher/Tutor List, 2011-2012 School Year**

Rebecca Babin, substitute teacher, effective September 15, 2011

Betsy Zuk, substitute teacher, effective August 23, 2011

Substitute only, effective September 27, 2011

Buckholz	Allison	Girard	Justine	Ortopan	Eric
Clark	Kelley	Ledger	Holly	Romanoff	Nicholas
Epplen	Nora	Mason	Gregory	Sanzotta	Andrew
Evans	Jennifer	Mitman	Mary	Sivado	Nicole
Ferguson	Margaret				

Tutor only, effective September 27, 2011

Howell      Thomas

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Both, effective September 27, 2011					
Adair	Michael	Kerns	Keith	Ravanelli	Mary
Akiew-Walker	Susan	Kilbane	Margaret	Roberts	Gwynne
Babin	Rebeca	Krska	Jessica	Russell	Laura
Boruvka	JoAnn	Lambert	William	Saros	Jenifer
Boutton Jr.	David	Larrow	Gail	Spinder	Jennifer
Caito	Andrea	Lentini	Vanessa	Spring	Audra
Crabbs	Colleen	Mamrak	Caroline	Spurgeon	Cynthia
Eastlake	Ashley	Maurer	Charles	Thomas	Jacqueline
Foster	Lynn	McNamara	Lindsey	Tucker	Abbey
Gorglione	Kara	Moore	Kelly	Wooley	Robert
Graley	Kristen	Morlock	Tiffany	Young	
Hall	Wendy	Nance	Kira	Czerwony	Teresa
Izzo	Emily	O'Neill	Kelsy		
Jessica	Kadilak	Petzold	Teri		

**2. Administrative Appointment, effective October 17, 2011**

Russell Kuse, Director of Buildings and Grounds, 3 year contract,  
\$62,000.00/year

**3. Certified Staff FMLA Paid and Unpaid Leave of Absence**

Stacy Skowronski, certified staff FMLA and unpaid leave of absence  
beginning September 9, 2011 through the remainder of the 2010-2012 school  
year

Laura Stafinski, certified staff FMLA and unpaid leave of absence after all  
available sick days are used beginning August 22, 2011 returning November  
14, 2011

**4. Certified Staff Appointments, One Year Limited Contracts, effective  
September 9, 2011**

Jenny Rupp, intervention specialist teacher (no grades), initial placement High  
School, \$24,969.93/year

Ann Bailey, high school science teacher, initial placement High School,  
\$32,426.73/year

**5. Building Substitute Teacher, 2011-2012 School Year**

High School      Amanda Mowery      \$85.00/day

**6. Classified Staff Resignation, effective August 29, 2011**

Sue Tomcho      High School Library Educational Aid

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**7. Classified Staff Appointments**

Sue Tomcho, food service helper, 2.5 hrs./day, initial placement high school, \$12.13/hr., effective August 29, 2011

Annette Dudas, food service helper, 3.5 hrs./day, initial placement Seville Intermediate, \$10.28/hr., effective August 23, 2011

Susan Greene, educational aide, 3.75 hrs./day, initial placement Westfield Upper Elementary, \$10.15/hr., effective September 27, 2011

Judith Turner, educational aide, 3.75 hrs./day, initial placement Seville Intermediate School, \$10.15/hr., effective September 27, 2011

Donald Wolf, bus driver, 5 hrs./day, initial placement Transportation, \$13.69/hr., effective September 27, 2011

**8. Classified Staff Change in Status**

Deanna Lacko, educational aide from 6.5 hrs./day to 7 hrs./day, \$ 11.06/hr., effective September 2, 2011

Amy Cooper, educational aide, from 6.5 hrs./day to 6.0 hrs./day, \$11.27/hr., effective September 27, 2011

Christel Kungl, educational aide from 6.75 hrs/day High School to 6.5 hrs./day, Middle School, \$10.86/hr., effective September 26, 2011

Heather Osborn, Middle School educational aide, from 6.5 hrs./day to 3.75 hrs./day, \$10.66/hr., effective September 29, 2011

Susan Civittolo, Middle School educational aide, from 4.5 hrs./day to 6.5 hrs./day, \$11.06/hr., effective September 27, 2011

**9. Classified Staff Substitute Appointments**

Ashley Biggins, substitute educational aide, \$9.05/hr., effective September 27, 2011  
Deborah Groetz, substitute educational aide, \$9.05/hr., effective September 27, 2011  
Dawn Sykes, substitute secretary, \$9.57/hr., effective September 22, 2011  
Vince Villoni, substitute custodian, \$9.39/hr., effective September 9, 2011

**10. Supplemental Staff Contract Correction**

Correction for Linda Dodson, Lead Mentor Teacher **from** \$662.95 **to** \$2,616.90 for the 2011-2012 school year

**11. Preschool Operational Licensing Requirement**

Stipends in the amount of \$600.00 each to Kim Crow and Megan Maloney for training for operational licensing requirements of the Cloverleaf Preschool Program to be paid out of Preschool Funds.

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**12. Supplemental Appointments, 2011-2012 school year**

Mentor Teacher	Bobie Jo Carson	\$1,221.22
Mentor Teacher	MaryLee Wooley	\$1,570.14
Mentor Teacher	Wendy Nelson	\$1,221.22
Key Club Advisor	Julie Krueger	\$ 697.84
High School Marching Band Assistant	Jason Abady	\$2,965.82
Percussion Instructor	Christopher Hall	\$1,081.65
Soccer – Girls JV Coach	Judd Peroli	\$2,616.90
Football-8 <sup>th</sup> Grade Volunteer Coach	William DiMatteo	n/a
Key Club Advisor	Julie Krueger	\$ 697.84
Wrestling Varsity Coach	Evan Hollopeter	\$5,233.80
Baseball Varsity Assistant Coach	Jim Humiston	\$3,489.20
Baseball JV Coach	Zach Scisciani	\$3,140.28
Softball Varsity Coach	John Carmigiano	\$4,884.88
Softball Varsity Assistant Coach	Travis Strebel	\$3,140.28
Softball Varsity Assistant Volunteer Coach	Adriel Nutter	n/a
Boys Basketball JV Coach	Ulerica (Larry) Drake	\$3,838.12
Track Head Indoor Coach	Frank Peters	\$ 488.49
Track Dual Boys and Girls Varsity Coach	Frank Peters	\$5,931.64
Track Boys Varsity Assistant Coach	Mike Prichard	\$3,489.20
Track Girls Varsity Assistant Coach	Michelle Waltz	\$3,489.20
Track Girls Varsity Assistant Coach	Kelly Zdelar	\$3,489.20
Swimming Varsity Coach	Mike McGee	\$4,535.96
Swimming Varsity Assistant Coach	Erin Wanko	\$2,616.90
Girls Gymnastics Varsity Coach	Wendy Armstrong	\$4,535.96
Girls Gymnastics Varsity Assistant Coach	Rachel Frisby	\$2,267.98
Boys Tennis Varsity Coach	Mike McGee	\$3,314.74

All supplemental contracts contingent upon participation.

Roll call as follows:

Ayes: Mr. Berry, Mr. Hutson, Mr. Doty, Mrs. Rych and Mr. Schmidt

Nays: None

Motion Carried

**2011-131 PERSONNEL**

Upon the recommendation of Superintendent Kubilus, Mr. Schmidt motioned, seconded by Mr. Hutson to approve the following personnel items:

**1. Supplemental Appointment, 2011-2012 school year**

Baseball Varsity Coach	Josh Boggs	\$4,187.04
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All supplemental contracts contingent upon participation.

The Board discussed the procedures of filling a supplemental position as well as the legal requirements in the Ohio Revised Code.

Roll call as follows:

Ayes: Mr. Schmidt, Mr. Hutson, Mr. Berry and Mrs. Rych

Nays: Mr. Doty

Motion Carried

Superintendent Kubilus welcomed Russel Kuse and thanked Terry Thress for his services

**2011-132 FINANCE**

Upon the recommendation of Treasurer Workman, Mr. Doty motioned, seconded by Mrs. Rych to approve the following finance item:

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**1. Financial Reports**

August 2011 Financial Reports as presented. Each Board Member received a financial summary report and warrant list

**2. Permanent Appropriations FY 2012**

**Cloverleaf Local School District  
Medina County  
FY2012 Permanent Appropriations  
(Board Report)**

001	General Fund	\$	23,785,804.77
002	Bond Retirement	\$	-
003	Permanent Improvement	\$	2,247,331.00
004	Construction	\$	3,509,987.00
006	Food Service	\$	1,238,253.62
007	Trust	\$	49,500.00
009	Uniform Supply	\$	7,993.00
013	Community Services	\$	483,000.00
016	Emergency Levy	\$	2,984,112.07
018	Building Activity	\$	130,200.00
019	Local Grants	\$	73,836.90
071	Medina Countywide Sales Tax	\$	1,821,399.00
200	Student Activity	\$	133,000.00
300	Athletics/Music	\$	225,000.00
432	EMIS	\$	-
440	Entry Year Program	\$	-
451	Network Connectivity	\$	10,000.00
452	School Net Prof Dev	\$	-
459	Ohio Reads	\$	-
460	Summer Intervention	\$	-
499	Misc State Grants	\$	-
504	Education Jobs Grant	\$	-
506	Race to the Top Grant	\$	69,709.62
516	Title VIB	\$	688,084.96
532	Fiscal Stabilization Fund	\$	-
533	Title II-D (FORMER FUND 599)	\$	-
572	Title I	\$	472,707.71
573	Title V - Chapter 2	\$	-
584	Title IV - Drug Free Grant	\$	-
587	IDEA Preschool Grant	\$	11,307.57
590	Title IIA	\$	118,090.12
	Total	\$	38,059,317.34

**3. Resolution establishing the Reserve Amount Within the Permanent Improvement Fund for Fiscal Year 2012**

WHEREAS, this Board of Education has entered into a lease-purchase agreement and related agreements (the Lease Financing) to finance the construction of its new PK-4 building; and

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WHEREAS, the Board intends to apply proceeds the District receives from the Medina County sales tax (the Sales Tax Revenue) toward the lease payments required pursuant to the Lease Financing (the Lease Obligations); and

WHEREAS, the District has in effect a permanent improvement levy, proceeds of which may likewise be applied toward the Lease Obligations in the event of a shortfall in the Sales Tax Revenue; and

WHEREAS, this Board adopted a resolution on July 21, 2009, establishing reserve amounts in the District's Permanent Improvement Fund for each fiscal year that may be applied to lease payments required under the Lease Financing (the Lease Obligations) in the event that the Sales Tax Revenue are insufficient to pay the Lease Obligations in that fiscal year; and

WHEREAS, the Treasurer has reported to this Board the projected Lease Obligations and Sales Tax Proceeds for the 2012 fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Cloverleaf Local School District, County of Medina, State of Ohio, that:

Section 1. This Board hereby determines, based on the Treasurer's report, that it is necessary to reserve within the Permanent Improvement Fund the existing reserve of \$580,000 plus an additional amount of \$260,000, for a total of \$840,000 for Fiscal Year 2012.

Section 2. The Treasurer is hereby authorized and directed to establish such a reserve for Fiscal Year 2012, and to account for same as may be necessary and appropriate in the books and records of the School District.

Roll call as follows:

Ayes: Mr. Doty, Mrs. Rych, Mr. Berry, Mr. Hutson and Mr. Schmidt

Nays: None

Motion Carried

### **2011-133 SUPERINTENDENT'S REPORT**

Upon the recommendation of Superintendent Kubilus, Mr. Hutson motioned, seconded by Mr. Doty to approve the following items:

#### **1. Medina City School District Evolve Academy Agreement**

Agreement between Medina City School District and Cloverleaf Local Schools for Evolve Academy which serves students requiring multi-layered services to be paid out of General Fund

#### **2. Tri-County Educational Service Contract**

Contract between the Cloverleaf Local School District and the Tri County Educational Service Center for special education services at a cost of 8% of Medicaid receipts, as presented to be paid out of General Fund

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**3. Wingspan Care Group**

Agreement between Wingspan Care Group and the Cloverleaf Board of Education as presented, services at \$75,000 per student (anticipate two students) to be paid out of General Fund

**4. CompManagement, Inc. Membership**

Membership agreement between CompManagement, Inc. and Cloverleaf Board of Education for the Workers Compensation Group Rating Program at a cost of \$3,120.00 paid out of General Funds

**5. CRS Incorporated Agreement Correction**

Agreement between CRS Incorporated and Cloverleaf Local Schools for our SubFinder program as presented, to be paid for out of General Fund

**6. Ohio Schools Council 2011-2012**

Agreement between Ohio Schools Council and Cloverleaf Board of Education for 2011-2012 membership and cooperative purchasing program fees as presented, \$1,129.92 to be paid out of General Fund

**7. Resolution authorizing the execution of an energy services agreement with Ameresco, Inc. providing for certain energy conservation measures and related services as presented.**

WHEREAS, Ameresco, Inc. (the "Contractor"), a firm experienced in the design and implementation of energy conservation measures, as defined in Section 3313.372(A) of the Ohio Revised Code (the "Revised Code"), has completed an analysis and prepared recommendations pertaining to certain installations, modifications of installations and/or remodeling (the "Work") that would significantly reduce energy consumption and operational/maintenance costs in School District buildings; and

WHEREAS, the House Bill 264 Project Report prepared by the Contractor (the "Report"), includes estimates of all costs of such Work, including costs of design, engineering, installation, maintenance, repairs and interest, and concludes that energy consumption and resultant operational and maintenance costs, as defined by the Ohio School Facilities Commission (the "Commission"), would be reduced by at least \$102,182 annually; and

WHEREAS, the Report was submitted to the Commission so that the School District may be approved to participate in the Commission's Energy Conservation Program (the "Program"); and

WHEREAS, the Commission adopted a Resolution on September 22, 2011 approving the School District's participation in the Program; and

WHEREAS, this Board now desires to enter into an agreement with the Contractor to provide for the Work;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Cloverleaf Local School District, Medina County, Ohio, that:

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Section 1. Approval of Agreement. The President or Vice-President and Treasurer of this Board are hereby authorized to sign, acknowledge and deliver, in the name of and on behalf of the School District, the Energy Services Agreement (the "Agreement") between this Board and the Contractor substantially in the form now on file with the Treasurer. The form of the Agreement is approved with such changes therein that are not materially inconsistent with this Resolution and not substantially adverse to the School District and that are permitted by law and shall be approved by the Treasurer; provided, that the aggregate maximum amount payable under the Agreement shall not exceed \$1,119,711. The approval of such changes, and that such changes are not materially inconsistent with this Resolution and not substantially adverse to the School District, shall be conclusively evidenced by the signing of the Agreement by the said officials.

Section 2. Approval of Related Matters. The President or Vice-President and Treasurer of this Board, the Superintendent or other School District officials as shall be designated by those officials, as appropriate, are each further authorized and directed to sign any certifications, financing statements, documents and instruments, and to take such other actions as are desirable, advisable, necessary or appropriate, to consummate the transactions contemplated by this Resolution and the Agreement.

Section 3. Authorizations to Contractor. This Board authorizes the Contractor to proceed to (i) complete the engineering design of the energy conservation measures, (ii) install, modify or remodel the energy conservation facilities, (iii) train School District personnel as required to operate those energy conservation facilities, and (iv) perform such other tasks as required by the Agreement.

Section 4. Exemption from Competitive Bidding. This Board determines and declares that, pursuant to Section 3313.46(B)(3) of the Revised Code, Section 3313.46(A) of the Revised Code does not apply to the Work to be undertaken pursuant to this Resolution and the Agreement, as they are undertaken pursuant to Section 133.06(G) of the Revised Code.

Section 5. Financing of the Work. This Board authorizes and directs the Treasurer to pursue financing for the Work to be undertaken pursuant to this Resolution and the Agreement and approves, ratifies and confirms all actions previously taken by the Treasurer in furtherance thereof.

Section 6. Monitoring of Energy Consumption. As long as it is required by law, this Board shall monitor the energy consumption and resultant operational and maintenance costs of buildings in which installations or modifications have been made or remodeling has been done and shall maintain and annually update a report documenting the reductions in energy consumption and resultant operational and maintenance costs savings attributable to such installations, modifications and/or remodeling. That report shall be certified by an architect or engineer independent of any person that provided goods or services to the Board in connection with the energy conservation measures that are the subject of the report. The resultant operational and maintenance costs savings shall be certified by the Treasurer and made available to the Commission upon request.

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Section 7. Ratification and Confirmation of the House Bill 264 Project Report. The Board hereby approves, ratifies and confirms the Report and finds that that the amount of money the School District would spend on the Work is not likely to exceed the amount of money it would save in energy and resultant operational and maintenance costs over the ensuing 15 years.

Section 8. Prior Acts Ratified and Confirmed. Any actions previously taken by School District officials or agents of this Board in furtherance of the matters set forth in this Resolution are hereby approved, ratified and confirmed.

Section 9. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 10. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof.

Section 11. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

**8. Library Furnishings Bid Award**

Library Furnishings Contract Award for the new Cloverleaf Elementary School to Waller-Duman, Inc. as presented for a contracted amount of \$75,856.00 as presented

**9. Kindergarten Furnishings Bid Award**

Kindergarten Furnishings Contract Award for the new Cloverleaf Elementary School to School Specialty as presented for a contracted amount of \$39,692.73

**10. Private Funding of Clubs and Athletics**

Robotics Club sponsored by Debbie Beadnell

**11. Donations**

From Medical Mutual of Ohio, 100 Personal Computers valued at \$100/each, total donation value \$10,000.00

An anonymous donation of Fountas & Pinnell books to Cloverleaf Local Schools valued at \$89.28

From Leslie Prochaska to Seville Intermediate School – 3 basketballs valued at \$45.00

From Faith United Methodist Church to Seville Intermediate school – Supplies valued at \$50.00

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From Seville United Methodist Church to Seville Intermediate – supplies valued at \$100.00

Roll call as follows:

Ayes: Mr. Hutson, Mr. Doty, Mrs. Rych, Mr. Berry and Mr. Schmidt

Nays: None

Motion Carried

### **2011-134 SUPERINTENDENT'S REPORT**

Upon the recommendation of Superintendent Kubilus, Mr. Hutson motioned, seconded by Mr. Doty to approve the following item:

#### **1. OSBA Annual Business Meeting Delegate and Alternate**

Appoint Mrs. Rych as delegate and Mr. Berry alternate for the 2011 OSBA Annual Business Meeting as presented.

Roll call as follows:

Ayes: Mr. Hutson, Mr. Doty, Mrs. Rych, Mr. Berry and Mr. Schmidt

Nays: None

Motion Carried

### **UNFINISHED BUSINESS CONSTRUCTION UPDATE**

Brian Snyder, with The Ruhlin Company, provided an update on the PreK-5 elementary building construction project.

### **MUSIC ASSOCIATES FUNDRAISING**

Superintendent Kubilus summarized the bingo fundraiser and his concerns.

Superintendent Kubilus tabled the conversation. He will obtain a detailed plan and a summary of any conversations with Tom Detwiler from the Music Associates.

### **NEW BUSINESS**

None

### **2011-135 EXECUTIVE SESSION**

Mr. Hutson motioned, seconded by Mr. Berry, to enter into executive session for the employment of a public employee and compensation of a public employee. In 8:30 p.m./Out 9:10 p.m.

Roll call as follows:

Ayes: Mr. Hutson, Mr. Berry, Mr. Doty, Mrs. Rych and Mr. Schmidt

Nays: None

Motion Carried

### **2011-136 ADJOURNMENT**

Mr. Hutson motioned, seconded by Mr. Berry to adjourn the meeting at 9:10 p.m.

Roll call as follows:

Ayes: Mr. Hutson, Mr. Berry, Mr. Doty, Mrs. Rych and Mr. Schmidt

Nays: None

Motion Carried

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President

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Treasurer