

**The North Ridgeville Board of Education met in Special Session on March 5, 2019 at 5:31 p.m. in the North Ridgeville Academic Center Community Room.**

**CALL TO ORDER**

**ROLL CALL**

The following members were present and answered to roll call: Mrs. Kristen Iezzi, Mrs. Kelly McCarthy, Mrs. Marci Saxon, and Mr. Frank Vacha. Mrs. Joanna Timura arrived at 5:48 p.m.

**FINALIZATION OF AGENDA**

**APPROVAL OF MINUTES**

**SUPERINTENDENT'S/TREASURER'S REPORT**

- A. Dominican Republic Trip
- B. Nancy Lowrie and Associates
- C. Board Docs

Mr. Ahearn  
Mrs. d'Aliberti  
Ms. Caserio/Mr. Ahearn

**HEARING OF PUBLIC ON AGENDA ITEMS** - none

**CONSENT AGENDA**

**EDUCATION COMMITTEE REPORT**

Mrs. Timura, Mrs. Iezzi

*Mrs. Timura stated: We have four agreements to consider for approval on March 19.*

The first agreement is with Lorain County Board of Developmental Disabilities. This is a renewal of services for students with disabilities through the 19-20 school year.

The next agreement is with Nancy Lowrie and Associates a school-based program that places masters-level, experienced, Ohio-licensed mental health professionals on-site, in selected locations to provide, as required and/or requested, emotional, psychological, substance abuse, and mental/behavioral health evaluation and treatment services to students and related family members. Services delivered in a coordinated manner with NRCS leadership, teachers, and staff.

Finally we also have an agreement with Rachel Wixey and Associates to include support staff members to our original agreement. Rachel Wixey and Associates currently manages our substitute services for our certificated staff members. The scope of services includes recruitment, compliance, employment, schedule, training, AESOP administration and payroll for support staff members.

We also have two field trips to consider for approval. The first is a trip to Santo Domingo, Dominican Republic. This is a service trip for high school students over Spring Break, April 19-26, 2019.

The second field trip is an overnight trip to Ohio Sea Grant and Stone Lab through The Ohio State University. This trip is for Ranger High Tech Students May 16-17, 2019.

Finally, under the Education Report we have the brochure for Summer School 2019. The courses and fees are listed for the Board's consideration for approval.

That concludes the Education Report.

## **AGREEMENTS**

**1. MURRAY RIDGE CENTER – LORAIN COUNTY BOARD OF DEVELOPMENTAL DISABILITIES**

Renewal of agreement for services for SPED students ages 6 through 21 for the 2019-2020 school year.

**2. NANCY LOWRIE AND ASSOCIATES**

An agreement between Nancy Lowrie & Associates (NLA) and North Ridgeville City Schools District for a school-based program that places masters-level, experienced, Ohio-licensed mental health professionals on-site, in selected locations to provide, as required and/or requested, emotional, psychological, substance abuse, and mental/behavioral health evaluation and treatment services to students and related family members. Services delivered in a coordinated manner with North Ridgeville City Schools leadership, teachers, and staff.

**3. RACHEL WIXEY AND ASSOCIATES, LLC**

This Master Service Agreement is made as of March 19, 2019 to be effective (April 1, 2019) by and between the Governing Board of the Educational Service Center of Cuyahoga County, acting on behalf of the North Coast Shared Service Alliance (jointly as vendor, hereafter referred to as the "Rachel Wixey Company"), and North Ridgeville City Schools. The Scope of services will include: Recruitment, Compliance, Employment, Reasonable Assurance, Scheduling and Aesop Administration, Training, and Payroll Administrative and Retirement.

## **FIELD TRIPS**

**1. OUT OF STATE FIELD TRIP TO SANTO DOMINGO, DOMINICAN REPUBLIC**

It is recommended that the Board of Education approve the supervised out-of-state field trip for members of the North Ridgeville High School to travel to Santo Domingo, Dominican Republic from April 19, 2019 through April 26, 2019.

**2. OVERNIGHT/EXTENDED FIELD TRIP TO OHIO SEA GRANT AND STONE LAB**

It is recommended that the Board of Education approve the supervised overnight field trip for members of the Ranger High Tech Academy will to travel to Ohio Sea Grant and Stone Laboratory Science Inquiry through Ohio State University from May 16, 2019 through May 17, 2019.

**3. 2019 SUMMER SCHOOL BROCHURE**

It is recommended that the Board of Education approve the 2019 Summer School Brochure.

**POLICY COMMITTEE REPORT**

Mrs. McCarthy, Mrs. Saxon

*Mrs. McCarthy stated:* The policy committee met and we have a need to adopt and amend four OSBA policies. The first policy is a new policy for Online Banking/Electronic Funds Transfers. This policy outlines the responsibility and management of all online banking activities and electronic funds transactions. It also details those positions responsible for each level of transaction and authorization.

The next policy is for the procurement and use of Naloxone (Narcan) in emergency situations. With the adoption of this policy our district staff members can be trained to administer Narcan in an apparent opioid-related overdose emergencies.

We also have a policy for the procurement and use of Epinephrine Auto Injectors in emergency situations. With the adoption of this policy the district can supply and administer epinephrine in life-threatening situations.

The final policy for consideration is an amendment to the Community Use of School Premises. While space is always at a premium, it is important to provide use to our community to the best of our ability. We have the need to expand the group types that are able to secure time in the facilities. The amendments to the current policy include the use by all groups, not only those with a 501 C 3 designation. It also includes a fee structure for those groups to use the facilities.

That concludes the policy committee report.

**ADOPT REVISED OSBA BOARD POLICIES – FIRST READING**

It is recommended that the Board of Education approve the First Reading of the new and revised Board Policies listed below:

1. DGD, Online Banking/Electronic Funds Transfers
2. EBDE, Narcan Policy
3. EBDC, EpiPen Policy
4. KG-R, Community Use of School Premises

**COMMUNICATIONS REPORT**

Mrs. Iezzi, Mrs. Timura

*Mrs. Iezzi stated:* We have several gifts to schools to accept and we thank our community for their tremendous support of our students.

**ACCEPTANCE OF GIFTS**

It is recommended that the Board of Education accept the following gifts with appreciation:

1. Lego Sets (Estimated value \$200.00) was donated by Kathleen Tipka to the North Ridgeville Ranger High Tech Academy to be used as needed.
2. Gently used Reading Books (Estimated value \$50.00) was donated by Amy Runser to North Ridgeville Ranger High Tech Academy to be used in the Library.
3. Multiple pieces of Press Board (Estimated value \$50.00) was donated by Heather Foldi to North Ridgeville Ranger High Tech Academy to be used as needed.

4. Four Hundred Sixty Five Dollars (\$465.00) was donated by Winkelectric to the North Ridgeville Academic Center to be used for a Student to attend the Washington DC trip.
5. Nine Hundred Thirty Dollars (\$930.00) was donated by Fields United Methodist Church to the North Ridgeville Academic Center to be used for Students to attend the Washington DC trip.
6. One Thousand Dollars (\$1000.00) was donated by North Ridgeville Lions Club to the North Ridgeville Academic Center to be used for Students to attend the Washington DC trip.
7. One Hundred Fifty Dollars (\$150.00) was donated by Georgia and Donald Awig to the North Ridgeville Academic Center to be used toward Students to attend the Washington DC trip.
8. One Hundred Dollars (\$100.00) was donated by Mark and Lisa Harrelson to the North Ridgeville Academic Center to be used toward Students to attend the Washington DC trip.
9. Sixty Dollars (\$60.00) was donated by Melissa O'Donnell to the North Ridgeville Academic Center to be used toward Students to attend the Washington DC trip.
10. One Hundred Dollars (\$100.00) was donated by the North Ridgeville Community Care to the North Ridgeville High School to be used for Choral Music for the High School Choir Students.
11. Five Hundred Dollars (\$500.00) was donated by the North Ridgeville Travel Basketball Association to the North Ridgeville Athletic Department to thank the department for their tremendous efforts. The monies will be used as needed.

Thank you again to all of those who have generously contributed to our schools.

That concludes the communications report.

**BUILDING AND OPERATIONS REPORT**

Mr. Vacha, Mrs. McCarthy

*Mr. Vacha stated:* We have two items to consider under the Building and Operations Report. The first item is a reassignment of equipment that is obsolete or un-usable. The equipment will be used for spare parts, may be resold, or removed for disposal. We have two activboards, one portable classroom and the old awnings from ECLC.

The next item is an agreement with Trane. This is a one year service agreement to analyze the energy consumption at the new academic center to better regulate our controls and overall energy savings opportunities available to the district. The total cost of this agreement is \$30,323.00.

That concludes the Building and Operations Report.

**RE-ASSIGNMENT OF EQUIPMENT**

It is recommended that the Board of Education reassign the following obsolete/un-usable equipment to an idle capacity. The equipment will be used for spare parts, may be resold, or removed for disposal.

| <u>Tag</u> | <u>Item</u>               |
|------------|---------------------------|
| 01637      | Activboard - St. Peters   |
| 01647      | Activboard - St. Peters   |
| 111621     | Portable Classroom - H.S. |
| 111633A    | Awnings - ECLC            |

**TRANE SERVICE AGREEMENT**

It is recommended that the Board of Education approve the agreement between Trane Service Company and the North Ridgeville City Schools. The Initial Term of this Service Agreement is 1 year, beginning April 1, 2019 and expiring March 31, 2020. Trane Service Company agrees to inspect and maintain the Covered Equipment according to the Terms and Conditions and Scope of Services. The total cost of the agreement is \$30,323.00.

**HUMAN RESOURCES REPORT**

Mrs. Saxon, Mrs. Iezzi

*Mrs. Saxon stated:* There are thirty-six action items for Human Resources on the consent agenda for approval at the March 19, 2019 Regular Board of Education meeting. This is a first reading of these items.

- 2- Summer School Coordinator approvals at .5 FTE
- 2- Assistant Coordinator positions at .5 FTE
- 4- Special Project Stipend for the development of a comprehensive guidance curriculum.
- 4- Support Staff Appointments for Summer School Secretary, Bus Driver & Cleaner
- 1- Certified Supplemental Contract
- 3- Support Staff Substitute Approvals
- 3- Benefit Book Adjustments
- 1- Certified Staff Adjustment
- 1- Support Staff Adjustment
- 8- Certified Staff Leave Approvals
- 1- Support Staff Leave Approval
- 2- Certified Resignation
- 1- Certified Supplemental Resignation
- 3- Support Staff Substitute Resignations

That concludes the Human Resources Report.

**EMPLOYMENT RECOMMENDATIONS**

**2019 SUMMER SCHOOL COORDINATOR/ASSISTANT COORDINATOR  
CONTRACTS**

It is recommended that the Board of Education approve the 2019 Summer School Coordinators' contracts listed below:

**Darby, Jessica Michelle** – Coordinator effective for the 2019 Summer School Program. This position will be shared by another employee and compensation will be 50% of Step 2 of the Board approved Summer School salary index.

**Darby, Jessica Michelle** – Assistant Coordinator effective for the 2019 Summer School Program. This position will be shared by another employee and compensation will be 50% of Step 2 of the Board approved Summer School salary index.

**Weckesser, Jacob T.** – Coordinator effective for the 2019 Summer School Program. This position will be shared by another employee and compensation will be 50% of Step 2 of the Board approved Summer School salary index.

**Weckesser, Jacob T.** – Assistant Coordinator effective for the 2019 Summer School Program. This position will be shared by another employee and compensation will be 50% of Step 2 of the Board approved Summer School salary index.

**SPECIAL PROJECT STIPENDS**

It is recommended that the Board of Education award a special project stipend to the individuals listed below:

**COMPREHENSIVE GUIDANCE CURRICULUM** – Maximum of fifteen (15) hours @ \$25.00 per hour, with work to be completed by February 28, 2019.

**Andrews, Jordan T.  
Brediger, Kathleen Maura  
Johansen, Nicole Marie  
Kennedy, James D.**

**SUPPORT STAFF**

It is recommended that the Board of Education approve the Support Staff appointment as listed below.

**Nieves, Fransisco Alex** - as an eight (8) hour Cleaner in the Maintenance Department at Liberty Primary School effective February 25, 2019 for the 2018-2019 contract year only. Compensation will be at Level A, Step 3 of the Board approved salary schedule.

**Romito, Cynthia Ellen** - Summer School Secretary effective for the 2019 Summer School Program. Compensation will be at Level A, Step 3 of the Board approved Secretary Salary Index. Not to exceed six (6) hours per day, with additional days/hours as scheduled and approved. This position will be shared by another employee.

**Sas, Lana Michele** - Summer School Secretary effective for the 2019 Summer School Program. Compensation will be at Level A, Step 4 of the Board approved Secretary Salary Index. Not to exceed six (6) hours per day, with additional days/hours as scheduled and approved. This position will be shared by another employee.

**Satterfield, Michael Charles** - as a six (6) hour Bus Driver in the Transportation Department effective March 4, 2019 for the 2018-2019 contract year only. Compensation will be at Level A, Step 1 of the Board approved salary schedule.

**SUPPLEMENTAL CONTRACTS**

It is recommended that the Board of Education award a supplemental contract to the individuals listed below for the 2018-2019 school year only.

**Myers, Lindsay S.** - Art Club Advisor - High School

**SUPPORT STAFF SUBSTITUTES**

It is recommended that the Board of Education approve the Support Staff Substitute appointments listed below for the 2018-2019 school year only with compensation to be in accordance with the Board approved salary index. Employment will be on an as needed basis in accordance with rules, regulations and Board Policy governing such employment. These appointments are conditional based upon the content of the Criminal History Record Check as set forth in Board Policy GBQ.

**Bernstein, Stuart Ian** - effective February 25, 2019  
**Beursken, Kayla Ann** - effective March 5, 2019  
**Likakis, Gregory** - effective February 25, 2019

**ADJUSTMENTS**

**BENEFIT BOOKS FOR NON-UNION SUPPORT STAFF, SUPERVISORS AND ADMINISTRATORS**

It is recommended that the Board of Education approve the adjustments to the Benefit Books as listed below.

1. Adjustment to the non-represented support staff employee benefit book to be effective for the 2019-2020 contract year.
2. Adjustment to the supervisor employee benefit book to be effective for the 2019-2020 contract year.
3. Adjustment to the administrator employee benefit book to be effective for the 2019-2020 contract year.

**CERTIFIED STAFF**

It is recommended that the Board of Education approve the Certified Staff adjustment as listed below.

**Helling, Carrie N.** - adjust contract from a 1.0 F.T.E. School Psychologist to a .60 F.T.E. School Psychologist effective March 20, 2019 for the 2018-2019 contract year.

**SUPPORT STAFF**

**Radvick, Linda L.** - adjust from paid FMLA/Medical Leave effective December 20, 2018 through March 3, 2019. Linda's estimated return to work date is March 4, 2019 to paid FMLA/Medical Leave effective December 20, 2018 through February 26, 2019. Linda returned to work on February 27, 2019.

**LEAVES**

**CERTIFIED STAFF**

It is recommended that the Board of Education approve the Certified Staff Leave of Absences as listed below.

**Barberic, Kerri Anne** - paid FMLA/Maternity Leave effective February 6, 2019 through March 20, 2019 and unpaid FMLA effective March 21, 2019 through April 17, 2019. Kerri plans to return to work on April 18, 2019.

**Born, Brynn Elizabeth** - unpaid Parental Leave effective for the 2019-2020 contract year. Brynn plans to return to work for the 2020-2021 contract year.

**Eberwein, Stacy Kay** - unpaid Parental Leave effective for the 2019-2020 contract year. Stacy plans to return to work for the 2020-2021 contract year.

**Helling, Carrie N.** - paid FMLA/Maternity Leave effective February 5, 2019 through March 19, 2019. Carrie plans to return to work on March 20, 2019.

**May, Rosa Maria** - unpaid Parental Leave effective for the 2019-2020 contract year. Rosa plans to return to work for the 2020-2021 contract year.

**Pierro, Victoria Maria** - paid Maternity Leave effective February 14, 2019 through March 7, 2019 and unpaid Maternity Leave effective March 8, 2019 through March 28, 2019. Victoria plans to return to work on March 29, 2019.

**Reynolds, Erin Michelle** - paid FMLA/Maternity Leave effective January 24, 2019 through March 7, 2019 and paid FMLA/Medical Leave effective March 8, 2019 through March 21, 2019 and unpaid FMLA/Medical Leave effective March 22, 2019 through April 18, 2019. Erin plans to return to work on April 29, 2019.

**Van Treuren, Sharon M.** - paid FMLA/Maternity Leave effective January 15, 2019 through March 12, 2019 and paid FMLA/Medical Leave effective March 13, 2019 through April 4, 2019 and unpaid FMLA/Medical Leave April 5, 2019 through April 10, 2019 and unpaid Medical Leave effective April 11, 2019 through April 12, 2019. Sharon plans to return to work on April 15, 2019.

**SUPPORT STAFF**

It is recommended that the Board of Education approve the Support Staff Leave of Absences as listed below.

**Calhoun, Jimmy Allen R.** - paid FMLA/Medical Leave effective November 26, 2018 through December 12, 2018 and unpaid FMLA/Medical Leave effective December 13, 2018 through February 11, 2019. Jimmy returned to work on February 12, 2019



**RESIGNATIONS**

**CERTIFIED STAFF**

It is recommended that the Board of Education accept the Certified Staff resignations as listed below.

**Coyne, Margaret Clare** - resignation as a First Grade Teacher effective March 1, 2019.

**Schnaith Ibanez, Maria Victoria** - resignation as an Intervention Specialist at the High School effective March 11, 2019.

**SUPPLEMENTAL CONTRACT**

It is recommended that the Board of Education accept the Supplemental resignation as listed below.

**Frieg, Dana Lea** - resignation as Art Club Advisor - High School effective August 27, 2018.

**SUPPORT STAFF SUBSTITUTES**

It is recommended that the Board of Education accept the Support Staff Substitute resignations as listed below:

**Futrall, Tracy S.** - effective February 12, 2019

**Kalvitz, Katherine** - effective February 15, 2019

**Wysocky, Melissa L.** - effective February 20, 2019

**HEARING OF PUBLIC ON NEW ITEMS** - none

**Resolution 19:3-51 ADJOURN TO EXECUTIVE SESSION at 6:30 p.m.**

It is recommended that the Board of Education enter in Executive Session to discuss the appointment, employment, dismissal, discipline, promotion, demotion, compensation of public employees and matters related to negotiations of public employees.

Moved by Mrs. Timura, seconded by Mrs. Iezzi, that the Board of Education enter into Executive Session.  
ROLL CALL: Timura – Yes, Iezzi – Yes, Saxon – Yes, Vacha – Yes, McCarthy – Yes. Motion carried (5-0)

**Resolution 19:3-52 EXIT EXECUTIVE SESSION AND RETURN TO SPECIAL SESSION at 6:43 p.m.**

It is recommended that the Board of Education exit Executive Session and return to Special Session.

Moved by Mr. Vacha, seconded by Mrs. Timura, that the Board of Education exit Executive Session and return to Special Session.

ROLL CALL: Vacha – Yes, Timura – Yes, Iezzi – Yes, Saxon – Yes, McCarthy – Yes. Motion carried (5-0)

**Resolution 19:3-53 ADJOURN at 6:44 p.m.**

It is recommended that the Board of Education adjourn this Special Meeting with no action to follow.

Moved by Mr. Vacha, seconded by Mrs. Iezzi, that the Board of Education adjourn this Special Meeting with no action to follow.

ROLL CALL: Vacha – Yes, Iezzi – Yes, Saxon – Yes, Timura – Yes, McCarthy – Yes. Motion carried (5-0)

\_\_\_\_\_  
**Mrs. Kelly McCarthy, President**

\_\_\_\_\_  
**Mr. Michael Verlingo, Treasurer**

\_\_\_\_\_  
**Date**

DRAFT