



**Monday, November 20, 2023  
Regular Board Meeting**

**7:00 PM Kirtland High School Cafeteria 9150 Chillicothe Rd. Kirtland, OH 44094**

**1. Meeting Opening**

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<b>Subject</b>	<b>A. Call to Order</b>
Meeting	Nov 20, 2023 - Regular Board Meeting
Category	1. Meeting Opening
Access	Public
Type	Procedural

The Kirtland Local School District will make reasonable accommodation for individuals with disabilities to be able to participate in this activity. Please make all requests to the Superintendent.

<b>Subject</b>	<b>B. Roll Call</b>
Meeting	Nov 20, 2023 - Regular Board Meeting
Category	1. Meeting Opening
Access	Public
Type	Procedural

**Roll Call:**

Timothy Cosgrove

Shannon Green

Joshua Hayes

Matthew Whittaker

Jonathan Withrow

<b>Subject</b>	<b>C. Pledge of Allegiance</b>
Meeting	Nov 20, 2023 - Regular Board Meeting
Category	1. Meeting Opening

Access Public  
Type Procedural

**Subject D. Review of Agenda**

Meeting Nov 20, 2023 - Regular Board Meeting

Category 1. Meeting Opening

Access Public

Type

**Subject E. Public Comments Regarding Board Agenda Items**

Meeting Nov 20, 2023 - Regular Board Meeting

Category 1. Meeting Opening

Access Public

Type

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**2. Commendations**

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**3. Reports**

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**Subject A. Superintendent**

Meeting Nov 20, 2023 - Regular Board Meeting

Category 3. Reports

Access Public

Type Procedural

Monthly Superintendent Report

**Subject B. Finance Committee**

Meeting Nov 20, 2023 - Regular Board Meeting

Category 3. Reports

Access Public

Type Procedural

Monthly Finance Committee Report

**Subject C. Student Learning and Achievement - SLA**

Meeting Nov 20, 2023 - Regular Board Meeting

Category 3. Reports

Access Public

Type                      Procedural

Monthly SLA Report

#### 4. Approval of Consent Agenda Items

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**Subject                      A. Approval of Prior Meeting Minutes 10-16-2023**

Meeting                      Nov 20, 2023 - Regular Board Meeting

Category                      4. Approval of Consent Agenda Items

Access                      Public

Type                      Action

Executive File Attachments  
[10-16-2023 Board Meeting Minutes.pdf \(215 KB\)](#)

**Subject                      B. Approve Supplemental Contracts**

Meeting                      Nov 20, 2023 - Regular Board Meeting

Category                      4. Approval of Consent Agenda Items

Access                      Public

Type                      Action (Consent)

Recommended                      Recommendation to approve Supplemental Contracts:  
Action

BUILDING	JOB DESCRIPTION	LAST NAME	FIRST NAME	STEP	TOTAL PAY
KHS	Varsity Softball Coach	Jeffrey	Jerry	0	\$5,694.18
KMS	Band/Percussion	Ward	Alec	N/A	\$1,548.00

**Subject                      C. Approve Contracts**

Meeting                      Nov 20, 2023 - Regular Board Meeting

Category                      4. Approval of Consent Agenda Items

Access                      Public

Type                      Action (Consent)

Recommended                      Recommendation to approve Contracts:  
Action

LAST NAME	FIRST NAME	POSITION	EFFECTIVE
Solnosky	Jennifer	PM Transportation Secretary	9/27/2023
Kovacic	Cynthia	Bus Aide	10/1/2023
Koch	Karen	Nurse Aide (3 days per week)	11/6/2023
Koeth	Kim	Nurse Aide (2 days per week)	11/6/2023

**Subject** **D. Approve Substitute/Seasonal Employees**

**Meeting** Nov 20, 2023 - Regular Board Meeting

**Category** 4. Approval of Consent Agenda Items

**Access** Public

**Type** Action (Consent)

**Recommended Action** Recommendation to approve Substitute/Seasonal Employees:

LAST NAME	FIRST NAME	POSITION	RATE OF PAY
Kearns	DeAnn	Sub Aide	\$13.75/hour
Razov	Maureen	Sub nurse/ sub nurse aide	\$15.00/hour
DiFranco	Heather	Sub Teacher	\$110/ day
Talcott	Molly	Sub Teacher	\$110/ day
Osenar	Katie	Sub Teacher	\$110/ day
Wessman	Margaret	Sub Teacher	\$110/day

**Subject** **E. Approve Leave of Absences**

**Meeting** Nov 20, 2023 - Regular Board Meeting

**Category** 4. Approval of Consent Agenda Items

**Access** Public

**Type** Action (Consent)

**Recommended Action** Recommendation to approve Leave of Absence for Michon Haymer 10/24/2023-02/02/2024

**Subject** **F. Approve Resignations**

**Meeting** Nov 20, 2023 - Regular Board Meeting

**Category** 4. Approval of Consent Agenda Items

**Access** Public

**Type** Action (Consent)

**Recommended Action** Recommendation to approve Resignations:

Maureen Razov, Health Aide, Effective 11/4/2023  
 Frances Harrison, Building Sub, Effective 12/1/2023

**Subject** **G. Approval of Consent Agenda Items**

Meeting	Nov 20, 2023 - Regular Board Meeting
Category	4. Approval of Consent Agenda Items
Access	Public
Type	Action (Consent)
Recommended Action	Recommendation to approve consent agenda items.

Upon the recommendation of the Treasurer, the Kirtland Board of Education is being asked to approve the Consent Agenda Items:

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Roll Call:**

Timothy Cosgrove \_\_\_\_\_

Shannon Green \_\_\_\_\_

Joshua Hayes \_\_\_\_\_

Matthew Whittaker \_\_\_\_\_

Jonathan Withrow \_\_\_\_\_

## **5. Treasurer Requests for Board Action**

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<b>Subject</b>	<b>A. Recommendation to Approve the Five Year Forecast</b>
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Meeting	Nov 20, 2023 - Regular Board Meeting
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Category	5. Treasurer Requests for Board Action
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Access	Public
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Type

Upon the recommendation of the Treasurer, the Kirtland Board of Education is being asked to approve the Five Year Forecast:

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Roll Call:**

Timothy Cosgrove \_\_\_\_\_

Shannon Green \_\_\_\_\_

Joshua Hayes \_\_\_\_\_

Matthew Whittaker \_\_\_\_\_

Jonathan Withrow \_\_\_\_\_

Executive File Attachments  
[Nov 23 Forecast Report.pdf \(812 KB\)](#)

**Subject** **B. Recommendation to Approve a Levy Resolution of Necessity**

**Meeting** Nov 20, 2023 - Regular Board Meeting

**Category** 5. Treasurer Requests for Board Action

**Access** Public

**Type** Action

**Recommended Action** Recommendation to Approve  
RESOLUTION (1) DECLARING THE NECESSITY OF SUBMITTING TO THE ELECTORS OF THE KIRTLAND LOCAL SCHOOL DISTRICT THE QUESTION OF THE RENEWAL OF AN EXISTING TAX LEVY AND (2) REQUESTING CERTIFICATION OF TAX DATA FROM THE LAKE COUNTY AUDITOR

Upon the recommendation of the Treasurer, the Kirtland Board of Education is being asked to approve the Necessity of a Levy:

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Roll Call:**

Timothy Cosgrove \_\_\_\_\_

Shannon Green \_\_\_\_\_

Joshua Hayes \_\_\_\_\_

Matthew Whittaker \_\_\_\_\_

Jonathan Withrow \_\_\_\_\_

Executive File Attachments  
[Resolution of Necessity to Renew Emergency Levy \(10 years\).docx \(24 KB\)](#)

**Subject** **C. Recommendation to Accept Computer Donation**

**Meeting** Nov 20, 2023 - Regular Board Meeting

**Category** 5. Treasurer Requests for Board Action

**Access** Public

**Type** Action

**Recommended Action** Recommendation to Accept Computer Donation

Upon the recommendation of the Treasurer, the Kirtland Board of Education is being asked to Accept Computer Donation:

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Roll Call:**

Timothy Cosgrove \_\_\_\_\_

Shannon Green \_\_\_\_\_

Joshua Hayes \_\_\_\_\_

Matthew Whittaker \_\_\_\_\_

Jonathan Withrow \_\_\_\_\_

## **6. Superintendent Requests for Board Action**

<b>Subject</b>	<b>A. Recommendation to Approve the ESC of the Western Reserve Collaborative Relationship</b>
Meeting	Nov 20, 2023 - Regular Board Meeting
Category	6. Superintendent Requests for Board Action
Access	Public
Type	Action
Recommended Action	Recommendation to approve ESC of the Western Reserve Collaborative Relationship:

Upon the recommendation of the Treasurer, the Kirtland Board of Education is being asked to approve ESC of the Western Reserve Collaborative Relationship:

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Roll Call:**

Timothy Cosgrove \_\_\_\_\_

Shannon Green \_\_\_\_\_

Joshua Hayes \_\_\_\_\_

Matthew Whittaker \_\_\_\_\_

Jonathan Withrow \_\_\_\_\_

Executive File Attachments  
[ESC of the Western Reserve Collaborative Agreement.pdf \(284 KB\)](#)

<b>Subject</b>	<b>B. Online Learning Plan</b>
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Meeting Nov 20, 2023 - Regular Board Meeting  
Category 6. Superintendent Requests for Board Action  
Access Public  
Type Action  
Recommended Action Recommendation to approve the Kirtland Local School District's Online Learning Plan

Upon the recommendation of the Treasurer, the Kirtland Board of Education is being asked to approve the Kirtland Local School District's Online Learning Plan.

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Roll Call:**

Timothy Cosgrove \_\_\_\_\_

Shannon Green \_\_\_\_\_

Joshua Hayes \_\_\_\_\_

Matthew Whittaker \_\_\_\_\_

Jonathan Withrow \_\_\_\_\_

**File Attachments**

[Online Learning Plan 23-24 \(1\).pdf \(69 KB\)](#)

**Subject C. Recommendation to Approve Amendment to Administrators Contract**  
Meeting Nov 20, 2023 - Regular Board Meeting  
Category 6. Superintendent Requests for Board Action  
Access Public  
Type Action  
Recommended Action Recommendation to approve Amendment and Resolution to Administrators Contract

Upon the recommendation of the Treasurer, the Kirtland Board of Education is being asked to approve Amendment and Resolution to Administrators Contract:

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Roll Call:**

Timothy Cosgrove \_\_\_\_\_



Shannon Green \_\_\_\_\_

Joshua Hayes \_\_\_\_\_

Matthew Whittaker \_\_\_\_\_

Jonathan Withrow \_\_\_\_\_

**Executive File Attachments**

[Kirtland Resolution to Approve Amendment to Benefits Schedule.docx \(24 KB\)](#)

[Kirtland Amendment to Benefits Schedule.docx \(18 KB\)](#)

**Subject D. First Reading of 2024-2025 and 2025-2026 Calendars**

Meeting Nov 20, 2023 - Regular Board Meeting

Category 6. Superintendent Requests for Board Action

Access Public

Type Discussion

**File Attachments**

[Parent 24-25 calendar - Sheet1.pdf \(149 KB\)](#)

[Parent 25-26 calendar - Sheet1.pdf \(149 KB\)](#)

**Subject E. Recommendation to Approve the 2nd Reading and Adoption of Board Policy**

Meeting Nov 20, 2023 - Regular Board Meeting

Category 6. Superintendent Requests for Board Action

Access Public

Type Action

Recommended Action Recommendation to approve the 2nd Reading of the following policy:

7540.03 - Student Technology Acceptable Use and Safety

7540.04 - Staff Technology Acceptable Use and Safety

8300 - Continuity Of Organizational Operations Plan

8305 - Information Security

8315 - Information Management

9700.01 - Advertising And Commercial Activities

5500a - Student Conduct in School

1615 - ~~Use Of Tobacco by Administrators~~ Tobacco Use Prevention

3215 - ~~Use Of Tobacco by Professional Staff~~ Tobacco Use Prevention

4215 - ~~Use Of Tobacco by Classified Staff~~ Tobacco Use Prevention

9160 - Public Attendance at School Events

Upon the recommendation of the Treasurer, the Kirtland Board of Education is being asked to approve the 2nd Reading of the following policy:

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Roll Call:**

Timothy Cosgrove \_\_\_\_\_

Shannon Green \_\_\_\_\_

Joshua Hayes \_\_\_\_\_

Matthew Whittaker \_\_\_\_\_

Jonathan Withrow \_\_\_\_\_

<b>Subject</b>	<b>F. Recommendation to Approve Permanent Improvement Project Summary</b>
Meeting	Nov 20, 2023 - Regular Board Meeting
Category	6. Superintendent Requests for Board Action
Access	Public
Type	Action
Recommended Action	Recommendation to Approve Permanent Improvement Project Summary

Upon the recommendation of the Treasurer, the Kirtland Board of Education is being asked to Approve Permanent Improvement Project Summary:

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Roll Call:**

Timothy Cosgrove \_\_\_\_\_

Shannon Green \_\_\_\_\_

Joshua Hayes \_\_\_\_\_

Matthew Whittaker \_\_\_\_\_

Jonathan Withrow \_\_\_\_\_

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**7. Public Comments Regarding Non-Agenda Items**

**8. Adjournment**

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<b>Subject</b>	<b>A. Adjournment</b>
Meeting	Nov 20, 2023 - Regular Board Meeting
Category	8. Adjournment

Access                      Public

Type                      Action

Recommended              Motion to Adjourn the meeting.  
Action

Motion to Adjourn the meeting:

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Roll Call:**

Timothy Cosgrove \_\_\_\_\_

Shannon Green \_\_\_\_\_

Joshua Hayes \_\_\_\_\_

Matthew Whittaker \_\_\_\_\_

Jonathan Withrow \_\_\_\_\_

In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, public participation is permitted at each meeting at the discretion of the Board President. During regular business meetings, the public will be given an opportunity to address questions related to agenda items at the beginning of the meeting after the Roll Call and the Review of the Agenda by the Board.