

**Kirtland Board of Education**  
**Special Meeting**  
**November 23, 2009**

The Special Meeting of the Kirtland Board of Education was held at the Kirtland High School LGI Room on November 23, 2009. Mr. Schenosky called the meeting to order at 7:06 p.m., with the following members answering the roll: Mr. Bodmer, Mrs. Sohngen, Mr. Schenosky and Mr. Skeggs. Mr. Balazs was absent. Dr. Lipinski attended the meeting.

Also in attendance: Lorraine O'Brien, Tim & Carla Kehres, Tim & Jeanette Blankenship, Royal Brettrager, Keith McCrory, Elaine Delciappo, Lynn Campbell, Cindy & Marilyn Skeggs, Kat Torak, Ginny & Paul Zuberer.

Mrs. Blankenship asked what EYT stands for. Dr. Lipinski said it stands for Entry Year Teacher.

Mrs. Sohngen said she attended the Ohio School Board Association annual convention and represented the district as delegate of the convention. She said many schools are concerned with having to implement all-day kindergarten in the next school year. She said she attended sessions regarding strategic plans, job descriptions, evaluations and collective bargaining. Mr. Bodmer also attended the convention and said he went to a session on drug and alcohol testing of students prior to attending events such as dances. He said Solon has such a policy.

Dr. Lipinski presented a sample policy regarding new athletic teams. He said there are Kirtland students interested in representing Kirtland Schools in swim meets and the district needs to come up with a protocol for sanctioning new athletic teams, in this instance and in the future. He said Mr. Paul and Mr. Hliatzos have done research as to how other districts handle club teams. Dr. Lipinski said according Mr. Russ the district might be able to participate in dual swim meets already scheduled. and they could be changed to a tri-meet.

Mrs. Sohngen expressed concern with the provision that says a team must be in club status for 2 years as she is not sure a team could get an unpaid coach for the second year. Mr. Skeggs said depending upon the sport it might take more or less than 2 years for a team to be considered for interscholastics. He also asked how a new team can be established if the district has no facility for a team, such as a swimming pool.

Mrs. Sohngen said that lack of facilities and a rental fee would have to be considered in the cost of the program. Mr. Bodmer asked how long boy's soccer was a club sport before it became a varsity one. Mr. McCrory said he believed it was longer than two years. Mrs. Torok said for students to compete as school representatives there are some registration deadlines that need to be met before students can compete as Kirtland representatives.

Dr. Lipinski said the district needs to review the cost of facility rentals for any new sport and the cost of transportation to an off-site facility. Mr. Bodmer asked how students get to swim practices now, and Mrs. Kehres said parents transport the students. She said if the club sport is permitted they would like to have parents car pool. Dr. Lipinski said he would ask Ms. Herrmann to check the district's liability in the event there is a car accident. Ms. Herrmann said if there is exposure on the district's part there is a possibility the swim team could purchase a rider for coverage.

Mr. Skeggs said there would be the expense of both transportation and the pool rental and he wondered what the cost would be. Mrs. Sohngen said Kirtland students would share pool time with other districts to cut the cost. Mrs. Kehres said the West Geauga schools had a pay to play fee of \$130, and students that are swimming pay an additional \$500. Mr. Brettrager asked how many students have expressed an interest in swimming and Mrs. Kehres said approximately 12.

Dr. Lipinski said the district wants to try and assist the swim parents, the same as they would any other group that wanted to start activities in the district. Mrs. Skeggs asked how other schools operate swim teams, and Dr. Lipinski said many clubs have the parents pay the total cost but the students swim as district representatives. Mrs. Skeggs asked how the district would fare with property values going down and Ms. Herrmann said she anticipates losing \$150,000 a year in taxes and that was figured into October's five year forecast.

Mrs. Torok said if the team does not register with the state by January 11 they will have to swim as individuals. Mrs. Kehres said many of the swimmers interested in swimming for Kirtland already compete with other swim teams. Mr. Bodmer asked if eligibility standards would apply to students on a club team, and Dr. Lipinski said they would. Mrs. Torok said if Kirtland does create a team the swimmers would have to sever ties with their current teams and they could only practice with their current team.

Mr. Neibecker said that the bylaws of the Kirtland Athletic Booster Club only allow donations to the Athletic Department and the Boosters cannot give money directly to a swim club or any one team. Mrs. Sohngen said the district may need to provide some monetary support to the team. Mr. Skeggs said the district needs to set a policy of creating new teams and clubs for consistency and the issue has not been raised previously during his tenure on the board.

Mr. Skeggs suggested maybe the clubs could receive district funds in their second year if the participation continues and that would allow the club to receive Booster funds. Mr. Bodmer said he does not believe a club should be funded the first year until the district sees there is a commitment on the part of the students for the sport to continue. Mr. Brettrager said the district needs to study the impact of new sports on other sports in the district and should not change policy to suit each new sport. Mr. McCrory asked if the students on club teams still needed to maintain their grades, and Dr. Lipinski said they would.

Mrs. Skeggs asked what the budget would be for a swim team, and Mrs. Kehres estimated \$5,000 for pool rental and fees. Mrs. Shetler suggested the district put in the policy deadlines for teams to make application to compete the following year. Mrs. Kehres said while this was the first time the information had been presented to the board the parents of swimmers had been researching this issue since August. Mrs. Torok said she would like to see a policy that is consistent for all sports, and she believed that students had to compete in 2 meets by January 11 as school representatives in order to compete in state meets.

Mr. Neibecker said the Athletic Boosters will support any club the board approves, but all money from the Boosters has to go through the Athletic Department. He said there is less money available from Boosters to assist athletics, and the district might need to consider a fee for extra-curricular participation in the future. Mrs. Shelter said she thought there was a petition to get girls soccer organized and gymnastics. Dr. Lipinski said the district had only one individual participate in gymnastics.

Dr. Lipinski said this was a very good discussion, and the parents and Mr. Paul and Mr. Hliatzos have done a lot of work on the issues. He said the district needs a framework to establish new teams that has flexibility in case other sports wish to organize. Dr. Lipinski said the district will look into the liability issue of parents driving students and parents that wished to volunteer would need to get fingerprinted. He said he would present revisions to the policy at the December 14<sup>th</sup> meeting and Mr. Schenosky said if there was some urgency the Board could meet before then.

It was moved by Mr. Bodmer and seconded by Mrs. Sohngen that the following resolution be adopted:

Resolution #53-2009

- A. Recommendation to Approve Minute Transcripts for:  
Special Meeting of September 28, 2009-Amended  
Regular Meeting of October 26, 2009
- B. Recommendation to Approve Financial Statements for:  
October 2009

Roll Call: Ayes: Mr. Bodmer, Mr. Schenosky, Mr. Skeggs, Mrs. Sohngen.

It was moved by Mr. Bodmer and seconded by Mr. Skeggs that the following resolution be adopted:

Resolution #54-2009

- A. Recommendation to Approve Salary Adjustment for 2009-2010, effective:  
Stan Lipinski \$131,647.00

Ms. Herrmann said at the October meeting with three board members present, 2 voted in favor in Dr. Lipinski's raise and one did not. She said while a pay rate change can be approved by a majority of members present at a meeting, not a majority of the board, she recommended the resolution be presented again when a majority of the board is present.

Mr. Schenosky said this raise reflected the same cost of living adjustments that all other employees in the district received and also included a 1% merit increase. Mrs. Sohngen made a motion to delay the vote until all 5 board members are present. The motion died for lack of a second.

Mrs. Sohngen said that at the last meeting it was inaccurately stated that she gave input on Dr. Lipinski's evaluation. She said it was not until October that she realized there weren't written evaluations and she apologized to Ms. Herrmann and Dr. Lipinski for the board's mishandling of the issue. Mrs. Sohngen said she was not aware if the written evaluations have been completed and while she does not agree with the decision on the pay raise she has shared her views with all board members.

Mr. Schenosky said each board member was asked to complete a review of Dr. Lipinski and Ms. Herrmann, and Dr. Lipinski and Ms. Herrmann reviewed the comments. He said the summaries are completed and are available to the public.

Mr. Skeggs said the board looked at the big picture of all relevant factors on all issues in determining the pay raises. Mr. Skeggs said he completed his reviews and submitted them on October 7, and he believed Dr. Lipinski and Ms. Herrmann were both deserving of a salary adjustment. Mr. Bodmer said he concurred.

Mrs. Skeggs asked Mrs. Sohngen if she provided input to the evaluations. Mrs. Sohngen said the officers of the board did the performance evaluations in October, and she provided input after she asked to provide input. She said she gave her summaries of the two individuals to Mr. Schenosky and she had not seen the final summary as of last week. Mr. Skeggs said that all board members provided reviews by October 8 and the vote for salary adjustments was made based upon those reviews.

Mr. Schenosky said the board officers saw all five board member's reviews, and for ease they were combined into one summary that was provided to the two employees and they were given an opportunity to respond. He said once he receives the responses the review will be available to the public in order to insure no inaccurate comments were in the reviews.

Mr. Schenosky said Mrs. Sohngen's comments were put in the summary review and no comments were excluded. He said the comments were combined in one summary for ease of review by the two individuals.

Roll Call: Ayes: Mr. Bodmer, Mr. Schenosky, Mr. Skeggs. Nays: Mrs. Sohngen.

It was moved by Mr. Skeggs and seconded by Mr. Schenosky that the following resolution be adopted:

Resolution #55-2009

- A. Recommendation to Approve Authorize the Treasurer to transfer the cash carryover from the 2008/2009 grants to the 2009/2010 grant funds:

IDEA	\$9,935.90
Title V	\$ 61.43
Drug Free Schools	\$ 769.99
Teacher Quality	\$1,947.04
Title II-D	\$ 238.84

- B. Recommendation to Amend the 2009/2010 Appropriation
- C. Recommendation Authorizing the Treasurer to prepare Cash Based Year End Financial Statements for FY 2008/2009

Roll Call: Ayes: Mr. Bodmer, Mr. Schenosky, Mr. Skeggs, Mrs. Sohngen.

***TREASURER'S CERTIFICATE***  
*(O.R.C. 5705-412)*

RE: Amended Appropriation

IT IS HEREBY CERTIFIED that the KIRTLAND LOCAL School District has sufficient funds to meet the contract, obligation, payment, or expenditure for the above, and has in effect for the remainder of the fiscal year and the succeeding fiscal year the authorization to levy taxes which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide operating revenues necessary to enable the district to maintain all personnel, programs, and services essential to the provision of an adequate educational program on all the days in the succeeding fiscal year equal to the number days instruction was held or is scheduled for the current fiscal year, except that if the above expenditure is for a contract, this certification shall cover the term of the contract or the current fiscal year plus the two immediately succeeding fiscal years, whichever period of years is greater.

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Board President

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Superintendent

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Treasurer  
Kirtland Board of Education  
Lake County, Ohio

It was moved by Mr. Bodmer and seconded by Mrs. Sohngen that the following resolution be adopted:

Resolution #56-2009

A. Recommendation to Approve the Following Supplemental Contracts for 2009-2010:

Katie Guerin	6 <sup>th</sup> Gr. Camp Assistant	\$698.56
Philip LaVerde	6 <sup>th</sup> Gr. Camp Assistant	\$698.56
J. P. Moran	6 <sup>th</sup> Gr. Camp Assistant	\$906.24
Jeff Wilcox	6 <sup>th</sup> Gr. Camp Assistant	\$906.24
Noel Bottesch	7 <sup>th</sup> Gr. Chicago Tour Director	\$826.94
Glorianne Camburako	7 <sup>th</sup> Gr. Chicago Tour Assistant	\$419.14
Sandy Donovan	7 <sup>th</sup> Gr. Chicago Tour Assistant	\$419.14
Sue Summerhill	7 <sup>th</sup> Gr. Chicago Tour Assistant	\$419.14
Heidi Grunenberg	8 <sup>th</sup> Gr. Washington D.C. Tour Director	\$1,404.67
Mary Ham	8 <sup>th</sup> Gr. Washington D.C. Tour Assistant	\$558.85
Brian Hannaford	Marching Band Assistant	\$2,511.04
Valerie Krahe	KHS Co-Advisor National Honor Soc.	\$566.40
Carol Bradac	EYT Mentor	\$600.00
Katie Guerin	EYT Mentor	\$600.00
Heather Klemens	EYT Mentor	\$600.00
Kim Perry	EYT Mentor	\$600.00
Kurt Ragle	EYT Mentor	\$600.00
John Valentic	EYT Mentor	\$600.00

B. Recommendation to Approve the Following Service Contracts for 2009-2010:

**WHEREAS**, ORC 3313.53, effective March 30, 1980, allows boards of education to employ non-certificated personnel to fill coaching positions; and

**WHEREAS**, these positions have been made available to our certified staff and have been advertised using normal procedures; and

**WHEREAS**, the superintendent has not been able to recommend certified personnel for these positions;

**NOW THEREFORE, BE IT RESOLVED** that the following people/persons be employed in the specified position.

Jim Porter Volunteer Builders Club Advisor      \$.00

- C. Recommendation to Approve Pam Klann as KES Recess/Lunch Aide for 2009-2010, Step 0, 2 hours a day, effective September 29, 2009
- D. Recommendation to Approve KES Home Instruction Tutors for 2009-2010, Alysha Needham, \$38.48/hour, Kelly Doyle, \$38.48/hour
- E. Recommendation to Approve Vickie Gilbert as KMS Support Aide, Step 1, 1.5 hours a day, effective November 18, 2009
- F. Let The Records Reflect Katie Vitatoe as LPDC Chairperson for 2009-2010
- G. Recommendation to Approve the following Classified Substitutes for 2009-2010:
  - Patricia Kidder Cafeteria  
Cafeteria Cashier  
\$7.41/hour
  - Sheila Dikowicz – effective Oct. 15, 2009  
Support Aide  
Cafeteria  
Cafeteria Cashier
  - Lori Robinson – effective Oct. 14, 2009  
Support Aide  
Latchkey  
Cafeteria  
Cafeteria Cashier  
Custodial
- H. Recommendation to Approve Christine Papageorge as KES Academic Tutor for 2009-2010, \$38.48/hour, effective Oct. 29, 2009
- I. Recommendation to Approve Steven Harper as Part-Time Inventory Aide for Willo-Hill Christian School, 2009-2010, Step 0 (State Auxiliary Funds), effective Oct. 24, 2009
- J. Recommendation to Approve Retirement Resignation for Terry Hostovich, effective December 31, 2010

Dr. Lipinski said the mentors are hired to provide assistance and guidance for first year teachers. Dr. Lipinski said if a student is in the hospital and/or out of school for more than 10 days the student qualifies for a home instruction tutor.

Mr. McCrory asked who pays for the mentors. Ms. Herrmann said the district previously received grant money, and the general fund currently pays the mentors' salaries. Mrs. Torok asked why camp counselors received different pay rates. Dr. Lipinski said teachers receive longevity increases for being counselors previous years.

Roll Call: Ayes: Mr. Bodmer, Mr. Schenosky, Mr. Skeggs, Mrs. Sohngen.

It was moved by Mr. Schenosky and seconded by Mr. Bodmer that the following resolution be adopted:

Resolution #57-2009

- A. Recommendation to Approve Marilyn Skeggs as Home Instruction Tutor for 2009-2010, \$38.48/hour
- B. Recommendation to Approve Supplemental Contract for Marilyn Skeggs as Builders Club Advisor, 2009-2010, \$755.20

Roll Call: Ayes: Mr. Bodmer, Mr. Schenosky, Mr. Skeggs, Mrs. Sohngen.

It was moved by Mr. Balazs and seconded by Mr. Bodmer that the following resolution be adopted:

Resolution #58-2009

- A. Recommendation to 4<sup>th</sup> and 5<sup>th</sup> Grade Reading Lists for 2009-2010:

Grade 4

<u>Title</u>	<u>Author</u>
Island of the Blue Dolphins	O'Dell, Scott
Through My Eyes	Bridges, Ruby
Charlie and the Chocolate Factory	Dahl, Roald
The School Mouse	King-Smith, Dick
The Enormous Egg	Butterworth, Oliver
Shiloh	Naylor, Phyllis Reynolds
Souder	Armstrong, William Howard
Where the Red Fern Grows	Rawls, Wilson
Misty of Chincoteague	Henry, Marguerite
The Summer of Riley	Bunting, Eve
Hiroshima	Yep, Laurence
Sadako and the Thousand Paper Cranes	Coerr, Eleanor
Holes	Sachar, Louis
Stone Fox	Gardiner, John Reynolds
Lawn Boy	Paulsen, Gary



Grade 5

Title

Author

Hatchet

Paulsen, Gary

Bridge to Terabithia

Paterson, Katherine

A Wrinkle in Time

L'Engle, Madeleine

Seedfolks

Fleischman, Paul

The Sign of the Beaver

Speare, Elizabeth George

Wringer

Spinelli, Jerry

Tuck Everlasting

Babbitt, Natalie

The Lion, The Witch, and the Wardrobe

Lewis, C. S.

Maniac Magee

Spinelli, Jerry

Mr. Blue Jeans

Weidt, Maryann

B. Recommendation to Approve State Standards for Identification of Gifted Children (ORC 3324.03)

Dr. Lipinski said the list provides variety for differentiated reading. Dr. Lipinski said he is recommending the district adopt the state standards for identifying gifted students. He said the state requires schools to identify gifted students but does not require that districts provide services. Dr. Lipinski said the district has pull-out activities for gifted 4<sup>th</sup> and 5<sup>th</sup> graders and middle and high school students take honors classes.

Mrs. Sohngen said not all students will read all these books but the list gives students flexibility to decide what to read. Dr. Lipinski said the list gives teachers more tools for students that read at a variety of levels.

Roll Call: Ayes: Mr. Bodmer, Mr. Schenosky, Mr. Skeggs, Mrs. Sohngen.

It was moved by Mr. Schenosky and seconded by Mr. Skeggs that the board enter executive session at 9:15 p.m. to discuss upcoming negotiations. Roll Call: Ayes: Mr. Bodmer, Mr. Schenosky, Mr. Skeggs, Mrs. Sohngen.

It was moved by Mr. Schenosky and seconded by Mr. Skeggs that the board return from executive session. Roll Call: Ayes: Mr. Bodmer, Mr. Schenosky, Mr. Skeggs, Mrs. Sohngen.

There being no further business before the board it was moved by Mr. Schenosky and seconded by Mr. Skeggs that the meeting be adjourned at 9:37 p.m. Roll Call: Ayes: Mr. Bodmer, Mr. Schenosky, Mrs. Sohngen, and Mr. Skeggs.

November 23, 2009  
Special Meeting

We, the undersigned, do hereby certify that the above and foregoing is a true and exact copy of the proceedings that were held on the above aforementioned date.

Signed this \_\_\_\_\_ Day of \_\_\_\_\_, 2009.

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President

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Treasurer