

**BROOKFIELD BOARD OF EDUCATION
MINUTES**

Brookfield Board of Education
Regular Meeting of the Board
Wednesday, January 22, 2014

School Auditorium

- I. The Brookfield Board of Education met in regular session on Wednesday, January 22, 2014 at 6:00 pm in the school auditorium.

- II. Pledge of Allegiance

- III. Roll Call:

Mrs. Gwen Martino, President	present
Mrs. Kelly Bianco	present
Ms. Ronda Bonekovic	present
Mr. Ron Brennan	absent
Mr. Tim Filipovich	present

- IV. Board of Education Reports

- V. Old Business

- VI. New Business

- VII. Superintendent's Report

- VIII. Financial Report

- IX. Public Input (5 minutes per individual)

TREASURER'S RECOMMENDATIONS

#14-009

APPROVAL OF MINUTES

Bianco moved and Bonekovic seconded that the following Board minutes be approved as submitted:

December 18, 2013 – Regular Meeting of the Board

BE IT RESOLVED under the provision of ORC 3319.26 regarding the reading of the minutes, that the reading be waived and the minutes approved.

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

#14-010

APPROVAL OF FINANCIAL STATEMENTS

Bonekovic moved and Bianco seconded that the December 2013 Check Listing, Financial Report by Fund, Annual Spending Plan, Estimated Revenues and Appropriations and Bank Reconciliation be approved as submitted.

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

#14-011

BLANKET PURCHASE ORDERS

Bonekovic moved and Filipovich seconded that the following resolution be approved as submitted:

WHEREAS, Section 5705.41(D)(3) of the ORC permits the fiscal officer of the District to certify expenditures in an amount not to exceed an amount established by Board Resolution, hereafter referred to as blanket purchase orders,

WHEREAS, the Auditor of State's Report on Accounting Procedures recommends that the Brookfield Local Board of Education adopt a resolution permitting the fiscal officer to use such blanket purchase orders and to set the permissible maximum amount of such blanket purchase orders,

BE IT RESOLVED, that the Brookfield Local School District authorize and direct the Treasurer to set the permissible maximum amount of blanket purchase orders as follows:

Food Service	\$150,000
Utilities	\$250,000
Custodial supplies and services	\$ 75,000
Transportation supplies and services	\$150,000

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

#14-012

INTEREST

Bianco moved and Filipovich seconded that the following resolution be approved as submitted:

WHEREAS, Section 3315.01 permits Boards of Education to adopt a resolution requiring the treasurer of the district to credit the earnings made on the investment of the principal of the moneys specified in the resolution to the

fund from which the earnings arose or any other fund of the district as the board specifies in its resolution,

WHEREAS, the Auditor of State's Report on Accounting procedures recommends that the Brookfield Local Board of Education adopt a resolution directing the fiscal officer on the crediting and allocating of interest income,

BE IT RESOLVED, that the Brookfield Local School District authorize and direct the Treasurer to credit the general fund for all interest earned that is not specifically required by statute or by grant requirement to be allocated to any other fund.

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

#14-013

CAPITAL ASSETS

Bonekovic moved and Bianco seconded that the following resolution be approved as submitted:

WHEREAS, the Brookfield Local School District reports its activity on Generally Accepted Accounting Principles (GAAP),

WHEREAS, GAAP requires that capitalized assets be assigned a salvage value to properly calculate depreciation,

WHEREAS, the Auditor of State's Report on Accounting procedures recommends that the Brookfield Local Board of Education adopt a resolution assigning salvage values for depreciable assets,

BE IT RESOLVED, that the Brookfield Local School District authorize and direct the Treasurer to assign the salvage value of any asset as 1 year's straight line depreciation for that asset.

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

SUPERINTENDENT'S RECOMMENDATIONS

#14-014

RESOLUTION ADOPTING A CALAMITY DAY ALTERNATIVE MAKE-UP PLAN

Bonekovic moved and Filipovich seconded that the Brookfield Board of Education adopt the following resolution relating to CALAMITY DAYS:

WHEREAS, the Brookfield Board of Education desires that students have learning opportunities even when schools are closed for any of the reasons

specified in section 3317.01 of the Ohio Revised Code and in excess of the number of days authorized in section 3313.48; and,

WHEREAS, section 3313.88 authorizes a board of education to file an annual plan with the Ohio Department of Education by August 1 of each year to provide online learning opportunities for students in lieu of attendance on such excess days;

NOW, THEREFORE BE IT, AND IT IS, HEREBY RESOLVED that the Brookfield Board of Education hereby approves the following plan and authorizes its filing with the Ohio Department of Education:

PLAN FOR ALTERNATIVE MAKE-UP OF CALAMITY DAYS

Pursuant to Ohio Revised Code section 3313.88, the Brookfield Board of Education hereby authorizes the following plan to allow students of the district to access and complete classroom lessons in order to complete up to three days of instruction in excess of the number of days permitted under section 3313.48 because of the closing of schools for any of the reasons specified in section 3317.01.

- 1) This plan is submitted, pursuant to approval of the Brookfield Board of Education, prior to August 1, 2013. (ODE exception)
- 2) This plan includes the written consent of the teachers' employee representative as designated under division (B) of section 4117.04. Such consent is on file in the official file of the Brookfield Board of Education and is hereby incorporated into this plan as if specifically rewritten.
- 3) Not later than November 1 of the 2013-2014 school year (ODE exception), each classroom teacher shall develop a sufficient number of lessons for each course taught by that teacher with such lessons requiring, in the judgment of the teacher, an amount of time equal to or greater than the amount of instructional time the student would receive for three school days in such teacher's class.
- 4) The teacher shall designate the order in which the lessons are to be posted on the district's web portal or web site.
- 5) Teachers will be granted one professional development day after the teacher's principal or supervisor certifies that lessons equal to approximately three days of contact time have been posted.

- 6) Teachers will update or replace such lessons as necessary throughout the school year based on the instructional progress of students.
- 7) As soon as practicable after an announced school closure in excess of the number of days permitted under section 3313.48, staff members designated by the appropriate administrator shall make the designated lessons available on the district's portal or site. Each lesson shall be posted for each course that was scheduled to meet on the day of the school closing.
- 8) Each student enrolled in a course for which a lesson is posted shall be granted a two-week period from the date of posting to complete the lesson. If the student does not complete the lesson within this time period, the student will receive an incomplete or failing grade unless a reason sufficient to the teacher is provided.
- 9) Students without access to a computer shall be permitted to complete the posted lessons at school after the reopening of school. Students utilizing this option will be granted two weeks from the date of reopening to complete such lessons. If the student does not complete the lesson within this time period, the student will receive an incomplete or failing grade unless a reason sufficient to the teacher is provided. The district will provide access to district computers before, during, or after the school day (provided that the equipment is available and accessible at those times) or may provide a substantially similar paper lesson in order for students to complete the assignments.
- 10) The Brookfield Board of Education hereby authorizes "blizzard bags," which are paper copies of the lessons posted online. Teachers shall prepare paper copies approximating the content of the online lessons and shall update such paper copies when updating any of the online lessons. "Blizzard bags" shall be distributed to all students by not later than December 1 of the school year or such other date as may be selected by Superintendent, Tim Saxton. Students shall submit completed lessons to the teachers assigning such lessons not later than two weeks after the date of school closing in excess of the number of days permitted under section 3313.48

Ayes: Bonekovic, Filipovich and Martino.

Nays: Bianco.

#14-015

EDUCATIONAL ASSISTANT

Filipovich moved and Bianco seconded that the Brookfield Board of Education approve the employment of **Naomi Sheehan** as a 5 hour and 55 minute Educational Assistant effective January 27, 2014.* Hourly Rate: \$11.39

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

#14-016

EDUCATIONAL ASSISTANT

Bianco moved and Bonekovic seconded that the Brookfield Board of Education approve the transfer of **Kathy Shaffer**, High School Educational Assistant, to the Educational Assistant position currently open at the Middle School effective January 27, 2014.*

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

#14-017

SUPPLEMENTAL CONTRACT RESIGNATION

Bonekovic moved and Bianco seconded that the Brookfield Board of Education accept the supplemental contract resignation of **Elza Wright** as Pep Band advisor effective immediately.

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

#14-018

FAMILY MEDICAL LEAVE REQUEST

Filipovich moved and Bianco seconded that the Brookfield Board of Education approve the Family Medical Leave request of **Brittany Harrington** from January 8 through March 31, 2014 as per Board policies, rules and regulations.

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

#14-019

FAMILY MEDICAL LEAVE REQUEST

Bonekovic moved and Filipovich seconded that the Brookfield Board of Education approve the Family Medical Leave request of **Lynn Price** from January 6 through date undetermined (up to 12 weeks, per Policy 4430.01) as per Board policies, rules and regulations.

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

#14-020

CERTIFIED SUBSTITUTE

Filipovich moved and Bianco seconded that the Brookfield Board of Education approve **Stacy Barthlemess** as a certified substitute teacher to replace **Brittany Harrington** while she is on Family Medical Leave as per Board policies, rules and regulations.* Daily rate: \$73.50

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

BOARD OF EDUCATION RECOMMENDATION

#14-021

EXECUTIVE SESSION

Bonekovic moved and Filipovich seconded that the Brookfield Board of Education adjourn to Executive Session at 6:50pm “for the purpose of considering matters required to be kept confidential by federal law or regulations or state statutes.”

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

Mrs. Martino reconvened the regular session at 8:29pm.

#14-022

Filipovich moved and Bianco seconded that the meeting be adjourned at 8:30pm.

Ayes: Bianco, Bonekovic, Filipovich and Martino.

Nays: None.

Treasurer

Board President