

## BROOKFIELD BOARD OF EDUCATION AGENDA

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Brookfield Board of Education  
**Regular Meeting of the Board**  
Wednesday, January 17, 2024

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Location: George Economides Board Meeting Room

I. Call to order: "Work Session" - Time: 5:30 p.m.

Mr. Gibson thanked for the Board for their hard work on the occasion of January being board appreciation month. He spoke on a number of topics including the possible collaboration with Franklin University to help train new teachers, the upcoming winter newsletter, and the hope of making a commercial to highlight the school's many new programs. He also spoke about upcoming events in the district and some new grants that he is hopeful the district will be awarded.

Mrs. Foster spoke about many different curriculum related issues including the English learners programs and the teachers who help facilitate that, a recent job fair for college students at TCESC, and some upcoming training such as the internal PD being held at the school on 3/19/2024. She also briefed the board on the onboarding of the new community liaison, Sabbrina Landers, and how well she has been doing.

Mr. Weber spoke about some year-end accounting his office has been working on and detailed the steps the district has been able to make in the previous few months towards moving the football activities to the Bedford Road campus starting with the resolution on the evening's agenda to engage with Team 8E architecture for design services.

II. The Brookfield Board of Education met in regular session on **Wednesday, January 17, 2024**, at 6:00 p.m. in the George Economides Board Meeting Room. This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda (Item XI).

III. Pledge of Allegiance

IV. Roll Call: Ms. Ronda Bonekovic  
Mrs. Sarah Kurpe  
Dr. Derek Mihalcin  
Mr. Jerry Necastro  
Mrs. Melissa Sydlowski

V. Board of Education Reports

Dr. Mihalcin shared photos and commentary from a recent visit to the football field on Addison road detailing the poor condition of the facilities and his desire to continue on with the proposed plan of moving football activities to the Bedford Road campus as soon as possible.

Mrs. Sydlowski congratulated HS principal Megan Marino on defending her doctoral dissertation and becoming Dr. Megan Marino.

VI. Old Business

None

VII. New Business

None

VIII. Enrollment Data:

	Current	Change from Previous Month
Elementary	380	- 3
Middle	323	- 6
High	<u>298</u>	<u>0</u>
Total	1001	- 9

IX. Superintendent's Report

Mr. Gibson commented that he covered all his updates during the work session.

X. Treasurer's Report

Mr. Weber commented that he covered all his updates during the work session.

XI. Public Input (5 minutes per individual)

No individuals signed up for public comment.

**TREASURER'S RECOMMENDATIONS**

**#24-01-13**

**APPROVAL OF MINUTES**

\*" ...in compliance with Board policies, salary schedules, and the posting and bid procedures according to the Master Agreement between the Board and the BFT/BASE. Employment is conditioned upon receipt of satisfactory BCI and FBI criminal records checks as per Board policies, rules and regulations."

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1. Necastro motioned and Sydlowski seconded that the following Board minutes be approved as submitted:

December 19, 2023 – 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: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

**#24-01-14**

**APPROVAL OF FINANCIAL STATEMENTS**

2. Sydlowski motioned and Mihalcin seconded that the December 2023 Check Listing, Financial Report by Fund, Annual Spending Plan and Bank Reconciliation be approved as submitted.

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

**#24-01-15**

**SOFTWARE SERVICE AGREEMENT**

3. Necastro motioned and Kurpe seconded that the Brookfield Board of Education approves the software service agreement with AssetWorks USA, Inc. effective March 1, 2024, through February 28, 2025.

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

**#24-01-16**

**RESOLUTION – TEAM 8e ARCHITECTURE**

4. Kurpe motioned and Mihalcin seconded that the Brookfield Board of Education adopts the following resolution regarding the software service architectural agreement with Team 8e Architecture LLC effective January 17, 2024, as related to the high school athletic improvements.

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**WHEREAS**, the District solicited statements of qualifications for professional design services in accordance with Ohio Revised Code Sections 153.65 to 153.71 in connection with the High School Athletic Improvements; and

**WHEREAS**, pursuant to that process, the District ranked Team 8e architecture, LLC as its top ranked firm, Baker Bednar Snyder & Associates Inc. as its second ranked firm, and Phillips Sekanick Architects, Inc. as its third ranked firm; and

**WHEREAS**, this Board now desires to enter into an agreement with Team 8e architecture, LLC for the professional design services;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Brookfield Local School District, County of Trumbull, Ohio, that:

Section 1. Approval and Execution of Agreement for Architectural Services. 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, an agreement for architectural services with Team 8e architecture, LLC. The execution of the agreement is approved with such terms and conditions that are not materially inconsistent with this Resolution, not substantially adverse to the Board of Education, and that are permitted by law and shall be approved by those officials. The approval of such terms and conditions, and that such terms and conditions are not materially inconsistent with this Resolution and not substantially adverse to the Board of Education, shall be conclusively evidenced by the signing of the agreement by those officials.

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

Section 3. 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, including but not limited to the ranking of the architectural firms, are hereby approved, ratified and confirmed.

Section 4. 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

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resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 5. 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. Reference to a Section means a section of this Resolution unless otherwise indicated.

Section 6. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

#### **#24-01-17**

##### **DONATIONS**

5. Necastro motioned and Kurpe seconded that the Brookfield Board of Education accepts the following generous donations to the Athletic Department in memory of James E. Miller:

<b>Betty Sanfrey</b>	\$50
<b>Nellie &amp; Robert Holup</b>	\$25

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

#### **#24-01-18**

##### **DONATION**

6. Mihalcin motioned and Sydlowski seconded that the Brookfield Board of Education accepts the following generous donation:

<b>Joe Pinchot</b>	clothing for the pantry
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Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

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**#24-01-19**

**DISPOSAL OF INVENTORY**

7. Necastro motioned and Kurpe seconded that the Brookfield Board of Education approves the disposal of thirty (30) books/materials from the school library as they are worn and outdated.

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

**SUPERINTENDENT'S RECOMMENDATIONS**

**#24-01-20**

**AMEND MOTION**

8. Sydlowski motioned and Kurpe seconded that the Brookfield Board of Education amends Motion #23-10-13 from the October 18, 2023, Board meeting to reflect the correct salary and step for each lane change as listed below:

<b>Emily Buonavolonta</b>	Intervention Specialist	\$ 44,393.57 (Bachelor's 150, Step 5)
<b>Alexis Snyder</b>	Grade 6 Math Teacher	\$ 41,272.15 (Bachelor's 150, Step 3)
<b>Jessica File</b>	KG Teacher	\$ 39,884.85 (Bachelor's 150, Step 2)
<b>Belinda Titus</b>	Grade 8 ELA Teacher	\$ 38,150.73 (Bachelor's 150, Step 1)

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

**#24-01-21**

**2023 CLEAN BUS REBATES PROGRAM**

9. Mihalcin motioned and Necastro seconded that the Brookfield Board of Education approves the 2023 Clean School Bus (CSB) Rebates Program certification through the EPA Office of Transportation and Air Quality.

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

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**#24-01-22**

**LANE CHANGES**

10. Sydlowski motioned and Kurpe seconded that the Brookfield Board of Education approves the salary lane change of the following certificated employees to be effective January 2, 2024\*:

<b>Megan Totten</b>	STEM Teacher	\$61,041.16 (M+30, Step 9)
<b>Jennifer Pirigyi</b>	MS Science Teacher	\$62,081.64 (M+15, Step 11)

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski

Nays: None

Motion Carried

**#24-01-23**

**UNPAID LEAVE**

11. Necastro motioned and Kurpe seconded that the Brookfield Board of Education approves the unpaid child care leave request of **Jennifer Pirigyi** effective January 3, 2024, through March 22, 2024. This request is subsequent to Mrs. Pirigyi's FMLA request which ended January 2, 2024.

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski

Nays: None

Motion Carried

**#24-01-24**

**UNPAID LEAVE**

12. Mihalcin motioned and Kurpe seconded that the Brookfield Board of Education approves the unpaid leave request of **Erin Banko** effective January 22, 2024, through February 2, 2024.

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski

Nays: None

Motion Carried

**#24-01-25**

**UNPAID LEAVE**

13. Necastro motioned and Sydlowski seconded that the Brookfield Board of Education approves the unpaid leave request of **Peggy Kekich** effective January 9, 2024, through May 9, 2024, pending doctor's release.

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski

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Nays: None  
Motion Carried

**#24-01-26**

**UNPAID LEAVE**

14. Sydlowski motioned and Kurpe seconded that the Brookfield Board of Education approves the unpaid leave request of **Kathleen Shaffer** for three (3) days from January 24, 2024, through January 26, 2024.

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

**#24-01-27**

**COOK'S HELPER/CASHIER**

15. Mihalcin motioned and Necastro seconded that the Brookfield Board of Education approves a one-year limited contract for the following individual effective January 18, 2024, per Board policies, rules, and regulations\*:

<b>Alisha Davis</b>	Cook's Helper/Cashier	\$15.00/hour (Step 0)
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Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

**#24-01-28**

**RETIREMENT**

16. Kurpe motioned and Sydlowski seconded that the Brookfield Board of Education accepts the retirement resignation of **Barbara Simon**, Elementary School Secretary, effective June 30, 2024. Mrs. Simon has been with the district for 11 years.

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

**#24-01-29**

**2023-2024 SUPPLEMENTAL CONTRACTS**

17. Mihalcin motioned and Kurpe seconded that the Brookfield Board of Education approves the following 2023-2024 supplemental contracts for the individuals listed below as per Board policies, rules, and regulations\*:

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<b>Brendan Matig</b>	Head Baseball Coach	\$2,775 (Step 1)
<b>Wade Sharp</b>	Asst. Baseball Coach	\$1,734 (Step 1)
<b>Jason Warrender</b>	Asst. Baseball Coach	\$ 0 (Volunteer)
<b>Matt Smith</b>	Asst. Baseball Coach	\$ 0 (Volunteer)
<b>Ken Forsythe</b>	Asst. Baseball Coach	\$ 0 (Volunteer)

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

#### **#24-01-30**

##### **2023-2024 SUPPLEMENTAL CONTRACTS**

18. Necastro motioned and Mihalcin seconded that the Brookfield Board of Education approves the following 2023-2024 supplemental contracts for the individuals listed below as per Board policies, rules, and regulations\*:

<b>Rebecca Litz</b>	Asst. Softball Coach	\$1,734 (Step 1)
<b>Mike Rotunno</b>	Asst. Softball Coach	\$ 0 (Volunteer)
<b>Ron Schultz</b>	Asst. Softball Coach	\$ 0 (Volunteer)
<b>Ken Forsythe</b>	Asst. Softball Coach	\$ 0 (Volunteer)

Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

#### **#24-01-31**

XII. Adjourn Board Meeting. Time: 6:25 p.m.

Moved by Necastro, Seconded by Kurpe  
Ayes: Bonekovic, Kurpe, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

The next meeting of the Board will be held in the Board office on Wednesday, February 21, 2024, in the George Economides Meeting Room.

TG/dd

Enclosures  
dd/word/board mtgs 2024 January Mtg

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