

## BROOKFIELD BOARD OF EDUCATION AGENDA

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Brookfield Board of Education  
**Regular Meeting of the Board**  
Wednesday, December 18, 2024

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Location: George Economides Board Meeting Room

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

Middle School principal Craig Boles who discussed his "Beat the State" initiative designed to encourage students to exceed the state's projected expectations of test scores.

Community liaison Sabbrina Landers spoke about ongoing activities involving student attendance.

Mr. Gibson updated the board on several activities including the Opioid Recovery Trust, CTE, and RUS-DLT grants, as well as a handful of important dates involving Christmas break.

Mr. Weber commented on a few calendar year end goings on in the fiscal office as well as several key items that have occurred since the last meeting primarily the purchase and renovation of 601 Bedford (Tiffany's Banquet Center.)

II. The Brookfield Board of Education met in regular session on **Wednesday, December 18, 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, President	Present
	Mrs. Sarah Kurpe	Absent
	Dr. Derek Mihalcin	Present
	Mr. Jerry Necastro, Vice President	Present
	Mrs. Melissa Sydlowski	Present

V. Board of Education Reports

None

VI. Old Business

None

VII. New Business

None

VIII. Enrollment Data:

	Current	Change from Previous Month
Elementary	388	0
Middle	300	2
High	298	- 1
23	<u>1</u>	<u>0</u>
Total	987	1

IX. Superintendent's Report

Mr. Gibson commented that he had covered all of his items during the work session.

X. Treasurer's Report

Mr. Weber finalized his notes by updating the board on fundraising for synthetic turf at the athletic field by the football booster group, and the recent completion stadium naming rights. The athletic stadium at the school is now "Brookfield Alumni Stadium"

XI. Public Input (5 minutes per individual)

No individuals signed up for public comment.

**TREASURER'S RECOMMENDATIONS**

**#24-12-01**

**APPROVAL OF MINUTES**

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

November 20, 2024 – 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.

\*" ...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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Ayes: Bonekovic, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

**#24-12-02**

**APPROVAL OF FINANCIAL STATEMENTS**

2. Sydlowski motioned and Necastro seconded that the November 2024 financial statements be approved as submitted.

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

**#24-12-03**

**NEW FUNDS**

3. **BE IT RESOLVED**, that upon recommendation of the Treasurer, the Brookfield Board of Education approves the following new funds:

070-9000	Athletic Facilities
070-9001	Athletic Turf

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

**#24-12-04**

**FUND TRANSFER**

4. **BE IT RESOLVED**, that upon recommendation of the Treasurer, the Brookfield Board of Education approves the following transfer of funds:

From 018-9025 (MS Principal Fund) to 200-9008 (Camp Fitch)      \$430.00

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

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**#24-12-05**

**RESOLUTION – ARCHITECTURAL IMPROVEMENTS**

5. Mihalcin motioned and Necastro seconded that the Brookfield Board of Education adopts the following resolution regarding the architectural agreement with Team 8e Architecture effective December 18, 2024, as related to the 601 Bedford Road improvements.

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

**WHEREAS**, pursuant to that process, the District ranked Team 8e Architecture as its top ranked firm Strollo Architects 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 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. 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.

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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 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, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

#### **#24-12-06**

##### **DONATION OF OBSOLETE INVENTORY**

6. Mihalcin motioned and Sydlowski seconded that the Brookfield Board of Education approves the donation of the following unused weight room items to the Brookfield Township Trustees:

One (1) 4-way neck machine  
One (1) pull up and dip bar combo  
One (1) squat rack (Inventory Tag #000022)  
One (1) preacher curl  
Three (3) adjustable weight benches

Trustee Shannon Devitz, who was present at the meeting, thanked the board for the donation and noted that these items will be used for police and fire training.

Dr. Mihalcin reminded the board that the township had donated road millings during the summer for the athletic complex construction and that he hoped this was a continuation of the strong partnership between the school and the township.

Ayes: Bonekovic, Mihalcin, Necastro, Sydlowski  
Nays: None

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Motion Carried

**#24-12-07**

**DONATIONS**

7. Necastro motioned and Sydlowski seconded that the Brookfield Board of Education accepts the following generous donations:

**Swartz's Barber Shop**  
**Tice family**

\$100 for pantry  
monetary donation for pantry

Ayes: Bonekovic, Mihalcin, Necastro, Sydlowski

Nays: None

Motion Carried

**#24-12-08**

**DISPOSAL OF INVENTORY**

8. Mihalcin motioned and Necastro seconded that the Brookfield Board of Education approves the disposal of two (2) books from the school library as they are outdated or damaged beyond repair.

Ayes: Bonekovic, Mihalcin, Necastro, Sydlowski

Nays: None

Motion Carried

**SUPERINTENDENT'S RECOMMENDATIONS**

**#24-12-09**

**RESIGNATION PROTOCOLS RESOLUTION**

9. Necastro motioned and Mihalcin seconded that the Brookfield Board of Education adopts the following resolution regarding resignation protocols:

**WHEREAS**, the Brookfield Board of Education (the "Board") is empowered by the Ohio Revised Code to accept employee resignations; and

**WHEREAS**, for the purpose of efficient and good management of the schools, the Board wishes to assign to the Superintendent the power to accept resignations.

**NOW, THEREFORE**, be it resolved by the Brookfield Board of Education as follows:

**SECTION I**

\*" ...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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If an employee of the Board of Education tenders his or her resignation, the Superintendent shall be duly authorized to accept such resignation on the Board's behalf. The acceptance of the resignation shall be final and not subject to the Board's approval or ratification.

## **SECTION II**

**IT IS FOUND AND DETERMINED** that all formal actions of this Board concerning or related to the adoption of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

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

### **#24-12-10**

#### **APPROVAL OF EVALUATORS**

10. Sydlowski motioned and Mihalcin seconded that the Brookfield Board of Education approves the following administrators as OPES, OTES, and OSCES evaluators for our certified staff members for the 2024-2025 school year:

OPES (principals):	Toby Gibson, Kristen Foster
OTES (teachers):	Kristen Foster, Jeri Hamilton, Megan Marino, Craig Boles, Stacey Filicky, Nick Wagner, Stephanie Oyster
OSCES (counselors):	Toby Gibson, Kristen Foster, Megan Marino, Craig Boles, Stacey Filicky

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

### **#24-12-11**

#### **MATERNITY LEAVE**

11. Sydlowski motioned and Mihalcin seconded that the Brookfield Board of Education approves the maternity leave request of **Taylor Yacovone**, from February 14, 2025, through April 25, 2025.

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

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**#24-12-12**

**UNPAID LEAVE**

12. Necastro motioned and Sydlowski seconded that the Brookfield Board of Education approves the continued unpaid leave request of **Megan Totten**, from January 17, 2025, through the remainder of the 2024-2025 school year.

Ayes: Bonekovic, Mihalcin, Necastro, Sydlowski

Nays: None

Motion Carried

**#24-12-13**

**2024-2025 SUPPLEMENTAL CONTRACT**

13. Mihalcin motioned and Sydlowski seconded that the Brookfield Board of Education approves the following 2024-2025 supplemental contract for the individual listed below as per Board policies, rules, and regulations.\*

<b>Erika Scott</b>	Girls' Head Track Coach	\$4,287 (Step 1)
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Mr. Necastro thanked now-retired track coach Bob Rodgers for his commitment to the school and hopes he can still remain involved in the track program.

Ayes: Bonekovic, Mihalcin, Necastro, Sydlowski

Nays: None

Motion Carried

**#24-12-14**

**2024-2025 SUPPLEMENTAL CONTRACT**

14. Sydlowski motioned and Mihalcin seconded that the Brookfield Board of Education approves the following 2024-2025 supplemental contract for the individual listed below as per Board policies, rules, and regulations.\*

<b>Matt Smith</b>	Asst. Baseball Coach	\$0 (Volunteer)
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Ayes: Bonekovic, Mihalcin, Necastro, Sydlowski

Nays: None

Motion Carried

**#24-12-15**

**2024-2025 SUPPLEMENTAL CONTRACTS**

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15. Mihalcin motioned and Sydlowski seconded that the Brookfield Board of Education approves the following 2024-2025 supplemental contracts for the individuals listed below as per Board policies, rules, and regulations.\*

<b>Rebecca Litz</b>	Asst. Softball Coach	\$2,972 (Step 2 less \$600)
<b>Jason McCollum</b>	Asst. Softball Coach	\$1,200 (flat rate)*

\*\$600 each will be deducted from David DeJoy's (head coach) and Rebecca Litz's (asst. coach) contracts. Mr. DeJoy will receive \$4,758 (Step 7 less \$600).

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

#### **#24-12-16**

##### **TECHNICAL CORRECTION OF POLICY**

16. Mihalcin motioned and Necastro seconded that the Brookfield Board of Education approves the following for technical corrections:

0155 - Committees  
0163 – Presiding Officer

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

#### **#24-12-17**

##### **NEW POLICIES – FIRST READ**

17. Necastro motioned and Sydlowski seconded that the Brookfield Board of Education approves the following new policies:

0165 – Board Meetings  
0166 – Agendas  
7540.09 – Artificial Intelligence (AI)

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

#### **#24-12-18**

##### **REVISED POLICIES – FIRST READ**

\*"...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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18. Necastro motioned and Mihalcin seconded that the Brookfield Board of Education approves the following revised policies:

0100 – Definitions  
0142.1 – Oath  
0151 – Organizational Meeting  
0152 – Officers  
0164 – Notice of Meetings  
0167.2 – Executive Session  
0167.7 – Use of Personal Communication Devices  
1130/3113/4113 – Conflict of Interest  
2265 – Protections of Individual Beliefs, Affiliations, Ideals, or Principles of Political Movements and Ideology  
4120.08 – Employment of Personnel for Co-Curricular/Extra-Curricular Activities  
4121 – Criminal History Record Check  
5131 – Student Transfers  
5136 – Personal Communication Devices  
5136.01 – Electronic Equipment  
5200 – Attendance  
5500 – Student Conduct  
5780 – Student/Parent Rights  
6110 – Grant Funds  
6111 – Internal Controls  
6112 – Cash Management of Grants  
6114 – Cost Principles – Spending Federal Funds  
6220 – Budget Preparation  
6320 – Purchasing and Bidding  
6325 – Procurement – Federal Grants/Funds  
6460 – Vendor Relations  
6550 – Travel Payment and Reimbursement/Relocation Costs  
7310 – Disposition of Surplus Property  
7450 – Property Inventory  
7530.01 – Cellular Telephone Allowance V1  
7530.02 – Staff Use of Personal Communication Devices  
7540.03 – Student Technology Acceptable Use and Safety  
7540.04 – Staff Technology Acceptable Use and Safety  
8310 – Public Records  
9160 – Public Attendance at School Events

Ayes: Bonekovic, Mihalcin, Necastro, Sydlowski

Nays: None

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Motion Carried

**#24-12-19**

**RESCIND POLICIES – FIRST READ**

19. Necastro motioned and Sydlowski seconded that the Brookfield Board of Education approves the following policies and administration guideline to be rescinded:

0155.2 – Special Committees  
0155.3 – Board Member Liaison and Representative Work  
0155.4 – Liaisons and Board Representatives  
0165.1 – Regular Meetings  
0165.2 – Special Meetings  
0173 – Board Officers  
6320.01 – Prevailing Wage Coordinator  
7530.01 – Cellular Telephone Allowance V2  
AG5136 – Personal Communication Devices

Ayes: Bonekovic, Mihalcin, Necastro, Sydlowski

Nays: None

Motion Carried

**BOARD OF EDUCATION RECOMMENDATIONS**

**#24-12-20**

**2025 ORGANIZATIONAL & JANUARY MEETINGS OF THE BOARD**

20. Necastro motioned and Mihalcin seconded that, in accordance with the Ohio Revised Code 3313.04, the following dates, location, and times be approved for the January 2025 Organizational and Regular Meetings of the Board:

Organizational Meeting	Wednesday, January 15, 2025, 5:00 p.m.
Regular Meeting	Wednesday, January 15, 2025, 6:00 p.m.
Location of Meetings	George Economides Board Meeting Room

Ayes: Bonekovic, Mihalcin, Necastro, Sydlowski

Nays: None

Motion Carried

XII. Adjourn Board Meeting.

Time: 6:25 p.m.

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Regular Meeting of the Board  
Brookfield Board of Education  
Wednesday, December 18, 2024  
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Moved by Necastro, Seconded by Sydlowski  
Ayes: Bonekovic, Mihalcin, Necastro, Sydlowski  
Nays: None  
Motion Carried

The next regular meeting of the Board will be held in the Board office on Wednesday, January 15, 2025, in the George Economides Meeting Room at 6:00 p.m. with the work session at 5:30 p.m.

TG/dd

Enclosures  
dd/word/board mtgs 2024 Dec Mtg

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