

HIGHLAND BOARD OF EDUCATION
REGULAR MEETING
MAY 18, 2020
HIGH SCHOOL MEDIA CENTER
7:00 PM

The Regular Meeting was called to order and roll call taken by Dr. Christopher, Board President, at 7:00 P.M.

Mr. Wolny, absent; Mr. Houska, present; Mr. Kelly, present; Mrs. Thomas, present; Dr. Christopher, present.

Dr. Christopher acknowledged the temporary new format of the Board meetings whereby the Board and certain administrators were physically present and the public had the ability to attend the meeting virtually.

The next regular meeting is scheduled to be held on June 29, 2020 at the High School Media Center at 7:00 P.M.

ADDITIONS, CORRECTIONS, AND/OR DELETIONS TO THE AGENDA

Addition – IX – Superintendent’s Agenda – Item D – Resolution Regarding 2019-2020 Evaluations

REPORT OF THE TREASURER

APPROVAL OF MINUTES 20-05-43

Mrs. Thomas made a motion, seconded by Mr. Houska, that the Board of Education approve the minutes of the Regular Meeting held on April 20, 2020, as presented.

Mrs. Thomas, yes; Mr. Houska, yes; Mr. Kelly, yes; Dr. Christopher, yes.

Motion carried.

APPROVAL OF MONTHLY FINANCIAL REPORTS 20-05-44

Mr. Kelly made a motion, seconded by Mrs. Thomas, that the Board of Education approve the April 2020 Financial Reports, as presented.

Mr. Kelly, yes; Mrs. Thomas, yes; Mr. Houska, yes; Dr. Christopher, yes.

Motion carried.

APPROVAL OF GUARANTEED MAXIMUM PRICE AMENDMENT 20-05-45

Mr. Houska made a motion, seconded by Mr. Kelly, that the Board of Education approve the Guaranteed Maximum Price Amendment for the Middle School HVAC renovations, as presented.

Mr. Houska, yes; Mr. Kelly, yes; Mrs. Thomas, yes; Dr. Christopher, yes.

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Motion carried.

FIVE-YEAR FORECAST DISCUSSION

Treasurer Neil Barnes presented the updated Fiscal Year 2020 five-year forecast. He noted that there are many unknowns at this time and illustrated what has changed in this forecast in comparison to the November 2019 forecast.

On the revenue side, it was noted that the forecast assumes the eventual renewal of the emergency levy that was passed back in May 2011. This levy must be renewed by November 2021 to ensure uninterrupted collection. Due to the fallout of COVID-19, a number of previous assumptions were impacted negatively. Property tax collection delinquencies are expected to increase (effectively a deferment of revenue with a potential strain on cash flow). Commercial and residential development is expected to slow down from an average annual increase of 2.4% in total assessed valuation to 1%. Basic state aid is projected to decrease significantly in the next two years, including an immediate \$913,000 cut for FY 20 with a gradual return to original FY 20 funding levels by FY 24. Casino tax revenues are expected to drop 40% in FY 21 and eventually return to normal over the forecast period. Investment income will drop dramatically as a result of federal rate cuts. As an example, STAR Ohio had an overnight yield of 2.50% on May 15, 2019. As of May 15, 2020, the yield is down to 0.72%. Although not included in the General Fund or forecast, sales tax revenues are also expected to decline significantly causing a shift in some expenditures from the Sales Tax Fund to the General Fund. In total, projected revenues have decreased by about \$5.9 million in the updated May 2020 forecast as compared to the November 2019 forecast.

On the expenditure side, favorable variances are expected to occur in FY 20 due to the COVID related closure. Significant savings will be realized with respect to transportation, security, nursing, etc. These savings are not expected to continue into the future. Other changes from the November forecast include the inclusion of additional health insurance premium holidays and lower than expected health insurance premium renewal rates. The forecast also assumes additional savings from staff attrition and the non-renewal of certain contracts, which are discussed below. In total, projected expenditures have decreased by about \$2.9 million for the forecast period in this May update.

Deficit spending is expected to occur in FY 20 for the first time since FY 11. In this updated forecast, the District is projected to reach a critical point at the end of FY 22 at which time the ending cash balance is expected to reach approximately four months' worth of operating expenditures or roughly \$13 million. This is the minimum cash balance the District aims to maintain. Budget reductions, a levy passage, or a combination of the two will need to occur at this time in order to maintain sufficient reserves.

Mr. Kelly foresees additional cuts from the state and advised that the Board make all decisions going forward in a very conservative manner because it could take years to fully recover from this. He knows it's a difficult conversation, but once deficit spending starts, he noted that it is

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not prudent to wait long before making a levy request because the longer you wait, the larger any new money request needs to be.

Mrs. Aukerman expanded on the budget reductions the District will look to make in order to be proactive in the face of the significant state cut. She noted that it is difficult for a district with an operating budget the size of Highland to absorb a nearly \$1 million state funding reduction. She reminded the Board that given Highland's categorization as high wealth, funding is always less and cuts are seemingly always bigger. She outlined that the forthcoming cuts/reductions/savings include, but are not limited to, staff attrition through retirement (executive secretary, two classroom aides, ½ FTE EMIS Coordinator, ½ FTE Treasurer's Office secretary), a reduction of one HS guidance counselor through resignation, the discontinuance of contracted services for gifted coordinator, ½ FTE MS computer tech teacher, ELL tutor, and treatment plant maintenance, and the reduction of building budgets by 25%. These reductions add up to roughly \$550,000.

Mrs. Aukerman also touched upon the need for the levy renewal as well as a new levy in the not too distant future shortly after the new buildings open. She stated that the District has been transparent about this need in recent years and that a levy cycle that averages 10+ years demonstrates good financial stewardship on the part of the District. Without these resources, it would not be possible to provide the same opportunities or level of service to students.

Dr. Christopher commented that it should not be surprising to the community that these tough decisions are ahead. He feels the renewal needs to be taken care of urgently to allow for some planning time and conversation around any new levy request. He also noted that keeping the staff and community engaged at this time is critical.

Mrs. Aukerman shared that a reopening committee has been established. Staff are participating in an effort to best prepare for the potential instructional delivery method options ahead: traditional, distance, or hybrid learning models. She also noted that a community survey regarding the topic had been undertaken. She knows there are tough conversations ahead given the financial outlook, the additional costs of alternative educational models, and the economic struggles of the community.

Dr. Christopher inquired as to the efforts of lobbying groups working the District's behalf.

Mr. Kelly urged anyone who has contact with state legislators to be very vocal. Education always takes the brunt of these cuts. He feels education is the future and our message, including participation by the community, needs to be very strong on this.

Mrs. Aukerman further illustrated the point noting that of the \$775 million recently cut by the state; \$355 million impacted K-12 education. She said Highland continues to do more with less. The operation is lean and there are limited areas to make additional cuts.

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Dr. Christopher pondered the potential impact of the current climate on the Highland Foundation. Mrs. Aukerman did note that the Foundation had reached out to see if they could help in any way, which was much appreciated.

APPROVAL OF UPDATED FISCAL YEAR 2020 FIVE-YEAR FORECAST 20-05-46

Mrs. Thomas made a motion, seconded by Mr. Houska, that the Board of Education approve the updated Fiscal Year 2020 Five-Year Forecast and Assumptions for the five-year period ending June 30, 2024, as presented.

Mrs. Thomas, yes; Mr. Houska, yes; Mr. Kelly, yes; Dr. Christopher, yes.

Motion carried.

BOARD MEMBERS' AGENDA ITEMS

None

OLD BUSINESS

None

NEW BUSINESS

Mrs. Aukerman spoke about the plan for graduation. While the administrative team had hoped for a traditional ceremony, it became evident given guidance from the state that it was not going to be possible. She credited HS Principal Carrie Knapp and her team for coming up with a great alternative solution. Graduates individually walked across the high school auditorium stage with their families in the audience over the course of three days. Each graduate was filmed by Bryan Mravec and his crew. The footage will be edited to produce a movie for showing at the Blue Sky Drive In Movie Theater in Wadsworth on May 30. Additionally, following the movie viewing a fireworks display will be provided back at Highland High School. Each of the 269 graduates will also be provided with a DVD copy of the virtual ceremony and fireworks show. She is pleased that the District will be able to add a little personal touch for this outgoing group of seniors who has faced such adversity this year.

Mr. Kelly noted that while many of the seniors are disappointed that there will be no traditional ceremony, he really thinks in the coming years that they will look back on this unique alternative very positively. He thanked the staff and families for their hard work and understanding to make this happen.

Mrs. Aukerman also expanded on the reopening committee. A group of staff and administrator volunteers are planning for possible scenarios in the fall. She knows that people want answers today, but it's not possible because we don't have all of the information yet. While the District

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can't get too far ahead of itself, she also noted that there is a need to plan. She committed to let everyone know the District's plans for next school year as soon as possible.

SUPERINTENDENT'S AGENDA

ADOPTION OF SCHOOL HANDBOOKS FOR THE 2020-2021 SCHOOL YEAR 20-05-47

Mrs. Thomas made a motion, seconded by Mr. Houska, that the Board of Education adopt the High School, Middle School and Elementary School Handbooks for the 2020-2021 school year, as presented.

Mrs. Thomas noted that the handbooks do not reflect any COVID related changes and that any such changes would be done as necessary and separately.

Mrs. Thomas, yes; Mr. Houska, yes; Mr. Kelly, yes; Dr. Christopher, yes.

Motion carried.

APPROVAL OF RESOLUTION OF INTENT NOT TO PROVIDE CAREER-TECHNICAL EDUCATION IN GRADES 7 AND 8 20-05-48

Mr. Kelly made a motion, seconded by Mrs. Thomas, that the Board of Education approve the Resolution of Intent Not to Provide Career-Technical Education in Grades 7 and 8, as presented.

Mrs. Aukerman reminded the Board that this is a required annual resolution. The resolution doesn't mean Highland will not provide these educational opportunities, it simply indicates that a specific CTE licensed teacher will not be hired at the middle school level. Nothing has changed. The District continues to work closely with the Medina County Career Center.

Mr. Kelly, yes; Mrs. Thomas, yes; Mr. Houska, yes; Dr. Christopher, yes.

Motion carried.

ACCEPTANCE OF DONATIONS 20-05-49

Mr. Houska made a motion, seconded by Mrs. Thomas, that the Board of Education accept the following donations:

TO	FROM	ITEM/DESCRIPTION
Sharon Elementary	Sharon PTO	Teacher supplies & copies/ \$7,185.78
Highland Middle School	Box Tops	\$2.50

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HHS Girls Soccer	National Lime & Stone	\$500.00
HHS Girls Soccer	Lamphears Lawn Service LLC	\$150.00
HHS Girls Soccer	KMTA LLC	\$150.00
HHS Girls Soccer	Anonymous	\$500.00

Mr. Houska, yes; Mrs. Thomas, yes; Mr. Kelly, yes; Dr. Christopher, yes.

Motion carried.

ADOPTION OF RESOLUTION REGARDING 2019-2020 EVALUATIONS 20-05-50

Mrs. Thomas made a motion, seconded by Mr. Houska, that the Board of Education adopt the Resolution Regarding 2019-2020 Evaluations, as presented.

Mrs. Thomas, yes; Mr. Houska, yes; Mr. Kelly, yes; Dr. Christopher, yes.

Motion carried.

CONSENT AGENDA – CONTRACTS/AGREEMENTS 20-05-51

Mr. Houska made a motion, seconded by Mr. Kelly, that the Board of Education approve the following contracts and/or agreements, items A and H, as presented:

- A. MC Board of DD – LEA, One-on-One Transition Program and STEP/ESY Program
- B. Total Education Solutions Agreement
- C. KRG Education Services Inc. Service Agreement
- D. Judith Ann Harpley/Harpley CS, LLC Orientation and Mobility Services
- E. GPD Group Contract
- F. Alliance for High Quality Education
- G. LLA Therapy ESY Agreement
- H. ESCMC Summer Enrichment Program

Mr. Houska, yes; Mr. Kelly, yes; Mrs. Thomas, yes; Dr. Christopher, yes.

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Motion carried.

CONSENT AGENDA – PERSONNEL 20-05-52

Mrs. Thomas made a motion, seconded by Mr. Kelly, that the Board of Education approve the following personnel items A through O, as presented:

- A. Accepted the resignation of MoNique Waters, Sharon Kindergarten Teacher, effective August 17, 2020.
- B. Accepted the resignation of Sheila Vidmar, Special Education Aide, for the reason of retirement, effective July 31, 2020.
- C. Accepted the resignation of Sue Liszniansky, Executive Secretary, for the reason of retirement, effective June 30, 2020.

Mrs. Aukerman thanked Sue for her many, many years of service in various capacities at Highland. She noted that a lot of institutional memory is leaving with Sue and it will be a huge loss for the Board office and her personally. She wished Sue a happy, well deserved retirement.

- D. Approved a revision in the Maternity Leave Request of Audrey Hinneberg, High School Social Studies Teacher, effective 5/4/20, with a return at the beginning of the 2020/2021 school year
- E. Employed Jennifer Aungst, as the Granger Long Term Substitute Preschool Teacher, effective 5/8/20, for the remainder of the 2019/2020 school year.
- F. Employed Emily Miller, as the Highland Middle School Solo & Ensemble Accompanist, in the amount of \$300.00.

(These wages are paid by a contribution from the Highland Foundation.)

- G. Employed the following individuals, on limited contracts of employment, as Summer School Instructors, on an “as needed basis”, as listed:
 - 1. Linda Ginesi 2020/2021 school year
 - 2. Carrie Kalina 2019/2020 and 2020/2021 school years
 - 3. Nicole Kochis 2019/2020 and 2020/2021 school years
 - 4. Danielle Koval 2020/2021 school year
 - 5. Jeremie Pesek 2019/2020 and 2020/2021 school years
 - 6. Josh Victor 2020/2021 school year

- H. Granted the following employees, new continuing contracts of employment, effective with the 2020/2021 school year:

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|------------------|-----------------------|-------------------|
| 1. Mike Gibbons | 4. Audrey Hinneberg | 7. Patrick Martin |
| 2. Carol Grande | 5. Julie Malone | 8. Chris Meyer |
| 3. Mariana Hardy | 6. Stephanie Marshall | 9. Amy Vorndran |

- I. Granted new one-year contracts of employment, to the following employees, effective with the 2020/2021 school year:

- | | |
|----------------------|--------------------|
| 1. Rachel Andexler | 5. Allison Hirsch |
| 2. Daryn Archer | 6. Rick Holland |
| 3. Jennifer Aungst | 7. Danielle Koval |
| 4. Chris Hershberger | 8. Sydney Yannuzzo |

- J. Granted new two-year contracts of employment, to the following employees, effective with the 2020/2021 school year:

- | | |
|----------------------|---------------------------|
| 1. Trevor Armstrong | 13. Brian Graham – ½ time |
| 2. Kelsey Artzner | 14. Maribeth Herrilko |
| 3. Jane Back (T) | 15. Jenna Mack |
| 4. Jennifer Beck | 16. Laura McDermott |
| 5. Christie Boger | 17. Shelby Parker |
| 6. Julie Boggs | 18. Elizabeth Poltis |
| 7. Lisa Cancilla (T) | 19. Danielle Sampliner |
| 8. Kelly Colabianchi | 20. Caryn Stanowick |
| 9. Carolyn Colbow | 21. Samantha Taylor |
| 10. Kelly D'Annolfo | 22. Lisa Tecco (T) |
| 11. Nick DeCesare | 23. Morgan Wetzal |
| 12. Megan Doherty | 24. Emily Young |

- K. Granted supplemental extended time contracts for the 2020/2021 school year, on a per diem basis, for the following employees, as listed:

- | | |
|-----------------------------|------------------------------|
| 1. Jim Addington – 20 days | 5. Rob Gilbert – 20 days |
| 2. Daryn Archer – 20 days | 6. Bethany Kennedy – 10 days |
| 3. Sara Atkins – 10 days | 7. Debra Mazur – 10 days |
| 4. Carolyn Colbow – 20 days | 8. Donna Scranton – 10 days |

- L. Granted the following Administrators, new contracts of employment, effective August 1, 2020:

1. Laurie Boedicker – Director of Curriculum and Instruction
2. LeAnn Gausman – Granger Elementary Principal
3. Rob Henry – Middle School Principal
4. Mike James – Middle School Assistant Principal
5. Katie Kowza – Sharon Elementary Principal

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6. Evelyn Makarek – Director of Food Services
7. Dawn Marzano – Director of Communications
8. Roger Saffle – Director of Technology
9. Deb Yorko – Director of Pupil Services

M. Granted the following employees new one-year contracts of employment, effective with the 2020/2021 school year:

1. Tina Castelli – Special Education Aide
2. Diane Kocab – Bus Driver

N. Granted the following employees new two-year contracts of employment, effective with the 2020/2021 school year:

- | | |
|---------------------------------|--------------------------------------|
| 1. Natalie Bode – Latchkey | 19. Megan Keating – Sp. Ed. Aide |
| 2. Nicholas Boriska – Bldg. Mgr | 20. Mark Krusinski – Bus Driver |
| 3. Mikayla Brown – Latchkey | 21. Eric Kudla – Custodian |
| 4. Mary Buehrle – Aide | 22. Elizabeth Marti – Latchkey |
| 5. Sarah Campbell – Aide | 23. Stephen Meilinger – Bus Driver |
| 6. Jennifer Chaney – Bus Driver | 24. Fallon Myers – Aide |
| 7. Lisa Chapman – Sp. Ed. Aide | 25. Julie Norman – Cook |
| 8. Tamara Cifani – Cook | 26. Megan Pucek – Aide |
| 9. Bailie Cook – Latchkey | 27. Katy Rees – Sp. Ed. Aide |
| 10. Kim Diezman – Custodian | 28. Megan Ritzman – Aide |
| 11. Paul Flick – Bus Driver | 29. Megan Ross – Sp. Ed. Aide |
| 12. James Harshey – Custodian | 30. Christine Schwall – Sp. Ed. Aide |
| 13. Tonya Hartwell – Aide | 31. Joe Springer – Bus Driver |
| 14. Yvonne Hess – Cook | 32. Lorie Strand – Bus Driver |
| 15. Matthew Hollis – Custodian | 33. Alex Thompson – Custodian |
| 16. Nicole Hollis – Latchkey | 34. Stacy Warner – Aide |
| 17. Lindsay James – Aide | 35. Ashley Watts – Aide |
| 18. John Johnston – Bus Driver | 36. Kandice Yatsko - Cook |

O. Granted Jay Grissom, Maintenance Assistant, a new two-year contract of employment, effective with the 2020/2021 school year.

ALL EMPLOYMENT ITEMS ARE CONTINGENT ON SUCCESSFUL COMPLETION OF CRIMINAL BACKGROUND CHECKS AND PROPER CERTIFICATION WHEN APPLICABLE.

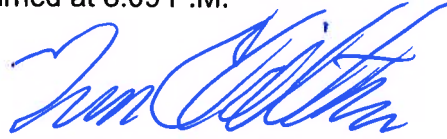
Mrs. Thomas, yes; Mr. Kelly, yes; Mr. Houska, yes; Dr. Christopher, yes.

Motion carried.

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ADJOURNMENT

With all in agreement, the meeting was adjourned at 8:09 P.M.



Board President



Treasurer

(A recording of this meeting is available in the Treasurer's Office)