

The Twinsburg City School District Board of Education met in REGULAR session on the above date at the Twinsburg Government Center in Council Chambers, 10075 Ravenna Rd, Twinsburg, Ohio, at 7:00 p.m. The following Board Members were present: Mr. Cellura, Mr. Curtis (Vice-President), Mrs. Davis, Mr. Felber (President), and Mrs. Turle-Waldron. Recordings of the Board of Education meeting are made and kept at the Board Office. Video recordings and Board approved Minutes are available on the District's web site. Mr. Felber, presiding, called the meeting to order.

Mr. Cellura moved and Mr. Curtis seconded that the Twinsburg Board of Education adopt resolutions 16-295 to 16-296.

16-295 **Minutes**

That the Twinsburg Board of Education approves the Minutes for the following meetings:

Regular Meeting: August 3, 2016

16-296 **CAFR Agreement**

That the Twinsburg Board of Education approves an Agreement with Lennon & Company, Certified Public Accounts, for a Comprehensive Annual Financial Report of the Twinsburg City School District for the fiscal year ending June 30, 2016. See pages 322-324

Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mr. Felber and Mrs. Turle-Waldron.

The Board President declared the motions approved.

16-297 **Employment**

Mrs. Davis moved and Mr. Curtis seconded that the Twinsburg accepts the Certificated/Licensed Personnel and/or contract recommendations detailed in the attached Exhibit as per the dates, terms, and other applicable conditions specified, pending satisfactory ORC background check.

CONTRACTS		Certificated Staff Recommendations			
Name	Position	Bldg.	Rate	Effective	Notes
Coleman-Taylor, Kelli	Teacher	Dodge	\$26.50/hr.	8/11/16 - 8/12/16	Up to 14 hours at the teacher stipend rate for New Teacher Orientation. This is a General Fund expense.
Gorman, Anne	Intervention Specialist	THS	BA, Step 0	2016/2017	One-Year Limited Contract. Replaces B. Zywiec who previously resigned.
Gorman, Anne	Teacher	THS	\$26.50/hr.	8/11/16 - 8/12/16	Up to 14 hours at the teacher stipend rate for New Teacher Orientation. This is a General Fund expense.
Green, Eugenia R.	Substitute Administrator	District	\$345/day	2016/2017	7-12 Principal License
Hartory, Brittany	Teacher	THS	\$26.50/hr.	8/11/16 - 8/12/16	Up to 14 hours at the teacher stipend rate for New Teacher Orientation. This is a General Fund expense.

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Hawthorne-Clay, Suzanne	Substitute Administrator	District	\$345/day	2016/2017	K-8 Principal License; 4 – 9 Principal License; 7 – 12 Principal License
Novak, Andrew	Teacher	Dodge	\$26.50/hr.	8/11/16 - 8/12/16	Up to 14 hours at the teacher stipend rate for New Teacher Orientation. This is a General Fund expense.
Raczka, Maria	Teacher	Dodge	MA 16, Step 4	2016/2017	Rehired Retiree; One-Year Limited Contract
Stutin, Jacqueline	Long-Term Substitute Teacher	Wilcox	\$95/day	8/15/16 – 11/04/16	Long-Term substitute for Elizabeth Wright.
Stutin, Jacqueline	Teacher	RBC	\$26.50/hr.	8/11/16 - 8/12/16	Up to 14 hours at the teacher stipend rate for New Teacher Orientation. This is a General Fund expense.
Walters, Melissa	Long-Term Substitute Teacher	RBC	\$95/day	8/15/16 – 11/04/16	Long-Term substitute for Margaret McGing.
Walters, Melissa	Teacher	RBC	\$26.50/hr.	8/11/16 - 8/12/16	Up to 14 hours at the teacher stipend rate for New Teacher Orientation. This is a General Fund expense.

LEAVE OF ABSENCE					
Certificated Staff Recommendations					
Name	Position	Bldg.	Effective	Days	Notes
Repl, Kathleen	Teacher	THS	8/15/16 – 2/17/17	120 days	Intermittent FMLA concurrent with sick leave
Repl, Kathleen	Teacher	THS	2/21/17 – 5/30/17	64 days	Elder Care Leave
Wright, Elizabeth	Teacher	Wilcox	2016/2017	184 days	Parental Leave

Ayes: Mr. Curtis, Mrs. Davis, Mr. Felber and Mrs. Turle-Waldron.

Abstained: Mr. Cellura

The Board President declared the motions approved.

Mr. Curtis moved and Mr. Cellura seconded that the Twinsburg Board of Education adopt resolutions 16-298 and 6-299.

16-298 Employment

That the Twinsburg Board of Education accepts the Classified Personnel and/or contract recommendations detailed in the attached Exhibit as per the dates, terms, and other applicable conditions specified, pending satisfactory ORC background check.

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CONTRACTS					
Classified Staff Recommendations					
Name	Position	Bldg.	Rate	Effective	Notes
Duda, Amber	Instructional Assistant	Wilcox	\$15.93/hr. Step 6	2016/2017	7 hrs./day, 193 days per year. Assigned to new Special Education Unit at Wilcox
Reese, Dwayne	Permanent Sub Bus Driver	Transportation	\$17.80/hr. Step 1	2016/2017	Minimum of four (4) hours per day. Replaces Cheryl Mueller-Estergall.
Suveges, Denise	Cook/Manager Sub	Wilcox	\$16.82/hr. plus \$10 daily substitute rate	8/15/2016	Temporarily replaces S. Bambic who is on a leave of absence.
Taylor, Craig	Instructional Assistant	THS	\$15.93/hr. Step 6	2016/2017	7 hrs./day, 193 days per year. Replaces T. Klug who previously resigned
Weaver, Charniece	Instructional Assistant	Wilcox	\$15.93/hr. Step 6	2016/2017	7 hrs./day, 193 days per year. Assigned to new Special Education Unit at Wilcox

RESIGNATIONS				
Classified Staff Recommendations				
Name	Position	Bldg.	Effective	Notes
Brewster, Roy	Bus Driver	Transportation	8/15/16	
Sakian, Christine	Lunchroom/Playground Assistant	Wilcox	8/11/16	

LEAVE OF ABSENCE					
Classified Staff Recommendations					
Name	Position	Bldg.	Effective	Days	Notes
Taylor, Deann	Maintenance Supervisor	Maintenance	8/08/16 – 10/31/16	60 days	FMLA concurrent with sick leave

16-299 **Employment**

That the Twinsburg Board of Education accepts the Supplemental Contract recommendations detailed in the attached Exhibit as per the dates, terms, and other applicable conditions specified, pending satisfactory ORC background check.

EXTRACURRICULAR					
Name	Contract	Bldg.	Effective	% of Base	Notes
Butler, Allison	Foreign Language Club Advisor - HS	THS	2016/2017	.875%	1/2 contract split with Nancy Drain
Collis, Haley	Volunteer Coach, MS Cross Country	RBC	2016/2017	NA	
Drain, Nancy	Foreign Language Club Advisor - HS	THS	2016/2017	.875%	1/2 contract split with Allison Butler
Houston, Donna	Graduation Advisor	THS	2016/2017	3.00%	

Houston, Donna	Senior Experience Advisor	THS	2016/2017	1.75%	
Kuzas, Christopher	JV Girls' Tennis Coach	THS	2016/2017	0.77%	
Langston, Chelsie	Cheerleading Varsity Basketball Advisor	THS	2016/2017	5.00%	
Langston, Chelsie	Cheerleading Varsity Football Advisor	THS	2016/2017	5.00%	
Langston, Chelsie	Pep Club Advisor HS	THS	2016/2017	3.00%	
Nalepa, Tom	Yearbook Advisor	RBC	2016/2017	1.75%	
Roberto, Lisa	Freshman Class Advisor	THS	2016/2017	4.00%	
Spellman, Jill	National Honor Society Advisor	THS	2016/2017	3.25%	
Witting, Matthew	Basketball Girls Assistant Head Coach	THS	2016/2017	0.77%	

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mr. Felber and Mrs. Turle-Waldron.
The Board President declared the motions approved.*

Mrs. Davis moved and Mr. Curtis seconded that the Twinsburg Board of Education adopt resolutions 16-300 and 16-301.

16-300 Accept Donation

That the Twinsburg Board of Education approves the donation from Ohiopyle Prints, Inc., 410 Dinnerbell Road, Ohiopyle, PA, 15470 to Twinsburg High School in the amount of \$158.47 to be used for miscellaneous instructional supplies.

16-301 Rental Fee Schedule

That the Twinsburg Board of Education approves the revised Rental Fee Schedule for 2016/2017
See page 325

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mr. Felber and Mrs. Turle-Waldron.
The Board President declared the motions approved.*

16-302 Amend Rental Fee Update

Mr. Cellura moved and Mr. Curtis seconded that the Twinsburg Board of Education suspends the enactment of the rental fee schedule for Class A groups through the first semester of the 2016/2017 school year, and hold the costs associated with using the facilities for each group to the rates that they were paying last year for the same facilities.

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mr. Felber and Mrs. Turle-Waldron.
The Board President declared the motion approved.*

16-303 Retire Rehire

Mrs. Davis moved and Mr. Cellura seconded that the Twinsburg Board of Education approves the following resolution:

WHEREAS, there is an opening in the position of Teacher; and

WHEREAS, the Superintendent has recommended that Maria Raczka be employed in the position.

NOW, THEREFORE, BE IT RESOLVED, that Mrs. Raczka be re-employed in the position of Teacher beginning on August 1, 2016, and continuing through July 31, 2017.

BE IT FURTHER RESOLVED, that it is hereby found and determined that all formal action of this Board concerning and/or relating to the adoption of this Resolution was taken in an open meeting of this Board and that all deliberations of this Board and any of its committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mr. Felber and Mrs. Turle-Waldron.
The Board President declared the motion approved.*

16-304 EXECUTIVE SESSION

Mr. Felber moved and Mr. Curtis seconded that the Twinsburg Board of Education meet in Executive Session at 7:54 p.m. to review negotiations with public employees per Board of Education Policy #0166 (E) and to investigate charges or complaints against a public official per Board of Education Policy #0166 (B).

*Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, Mr. Felber, and Mrs. Turle-Waldron.
The Board President declared the motion approved.*

The Board reconvened from Executive Session at approximately 10:10 p.m.

The following members were present:

Mr. Cellura, Mr. Curtis, Mrs. Davis, and Mr. Felber.

Mrs. Turle-Waldron having left the meeting one-half hour prior to reconvening.

16-305 Adjournment

Mr. Felber moved and Mr. Cellura seconded that the Twinsburg Board of Education adjourn at 10:12 p.m.

Ayes: Mr. Cellura, Mr. Curtis, Mrs. Davis, and Mr. Felber.

The Board President declared the meeting adjourned.

President of the Board

Treasurer

Lennon & Company

Certified Public Accountant

5000 Gateway Drive, Suite 208 • Medina, Ohio 44256 • (330) 334-7774

July 8, 2016

Martin Aho, Treasurer
Twinsburg City School District
11136 Ravenna Road
Twinsburg, Ohio 44087-1022

Dear Mr. Aho:

You have requested that we prepare the financial statements of the Twinsburg City School District (the District), which comprise a Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2016. We are pleased to confirm our acceptance and our understanding of this engagement to prepare the financial statements of the District by means of this letter.

Our Responsibilities

The objective of our engagement is to prepare financial statements in accordance with accounting principles generally accepted in the United States or America based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARSS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion, or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

Management Responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is the preparation of the financial statements in accordance with accounting principles generally accepted in the United States of America. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARSS:

- a. The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error
- b. The prevention and detection of fraud
- c. To ensure that the entity complies with the laws and regulations applicable to its activities

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- d. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements
- e. To provide us with:
 - Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
 - Additional information that may be requested for the purpose of the preparation of the financial statements, and
 - Unrestricted access to personnel within your entity to whom we determine necessary to communicate.

As part of our engagement, we will issue a disclaimer that will state that the financial statements were not subjected to an audit, review or compilation engagement by us and, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

Our fees for these services will not exceed \$11,330.

This estimate is based on our conversation and the assumption that unexpected circumstances will not be encountered. If significant additional time is necessary, we will discuss the circumstances with you and arrive at a new fee before we incur additional costs.

You agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us.

All documents provided to us in connection with our services including financial records and reports, payroll records, employee rosters, health and medical records, tax records, etc. must be redacted of any personal information before submission. Personal information is defined as social security numbers, drivers' license numbers or financial institution account numbers associated with an individual. The District shall fully black out all personal information from records and electronic records before they are transmitted to us. If personal information cannot be redacted from records or documents, the District must identify these records to us prior to their submission.

All work papers prepared by our office will remain the property of Lennon & Company. Accordingly, we are responsible for their care and custody. At the conclusion of the project, we will provide copies of any of the work papers you would like to have for your records. However, the work papers should not be regarded as a part of, or a substitute for, your accounting records.

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Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our engagement to prepare the financial statements described herein, and our respective responsibilities.

Sincerely yours,



Scott A. Bushi
LENNON & COMPANY

It is hereby certified that the above amount required to meet the contract, agreement, obligation, payment or expenditure for the above, has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or in the process or collection to the credit of the funds of the Board of Education free from any obligation or certification now standing.

Twinsburg City School District

Martin Aho, Treasurer

Date



Twinsburg City School District

11136 Ravenna Road · Twinsburg, Ohio 44087-1022
 Phone: 330.486.2000
 Fax: 330.425.7216

SY 16-17 RENTAL FEE SCHEDULE

REVISED 8/17/16

BUILDING SPACE	CLASS A FEES	CLASS B FEES - \$25 Permit Fee for Each Event		
Twinsburg High School				
Auditorium Performances	Labor Costs	Labor +	Rate \$150/hr.	Utility \$4.00/hr.
Auditorium Rehearsals	Labor Costs	Labor +	\$125/hr.	\$4.00/hr.
Classroom	Labor Costs	Labor +	\$50/hr.	\$0.50/hr.
Commons	Labor Costs	Labor +	\$100/hr.	\$2.00/hr.
Gymnasium	Labor Costs	Labor +	\$150/hr.	\$6.50/hr.
Kitchen	Labor Costs	Labor +	\$100/hr.	\$1.00/hr.
RB Chamberlin Middle School				
Auditorium Performances	Labor Costs	Labor +	\$100/hr.	\$2.25/hr.
Auditorium Rehearsals	Labor Costs	Labor +	\$80/hr.	\$2.25/hr.
Classroom	Labor Costs	Labor +	\$25/hr.	\$0.50/hr.
Commons	Labor Costs	Labor +	\$60/hr.	\$2.00/hr.
Gymnasium	Labor Costs	Labor +	\$100/hr.	\$3.25/hr.
Kitchen	Labor Costs	Labor +	\$50/hr.	\$1.00/hr.
Dodge Intermediate School				
Dodge Auditorium Performances	Labor Costs	Labor +	\$100/hr.	\$1.50/hr.
Dodge Auditorium Rehearsals	Labor Costs	Labor +	\$80/hr.	\$1.50/hr.
Classroom	Labor Costs	Labor +	\$25/hr.	\$0.50/hr.
Gymnasium	Labor Costs	Labor +	\$80/hr.	\$3.00/hr.
Kitchen	Labor Costs	Labor +	\$40/hr.	\$1.00/hr.
Cafeteria	Labor Costs	Labor +	\$60/hr.	\$1.75/hr.
Bissell & Wilcox				
Classroom	Labor Costs	Labor +	\$25/hr.	\$0.50/hr.
Gymnasium	Labor Costs	Labor +	\$60/hr.	\$1.75/hr. Bissell, \$1.00/hr. Wilcox
Kitchen	Labor Costs	Labor +	\$40/hr.	\$1.00/hr.
Multipurpose Room	Labor Costs	Labor +	\$60/hr.	\$1.75/hr.
Athletic Fields				
Both Class A and B - \$100 Cleanup Fee for Athletic Field				
Bissell/Wilcox Baseball	Labor Costs	Labor +	\$50/ Event.+ Excess Costs	
Bissell/Wilcox Football	Labor Costs	Labor +	\$300/ Event.+ Excess Costs	
RBC Middle School Baseball	Labor Costs	Labor +	\$50/ Event.+ Excess Costs	
Softball with Lights	Labor Costs	Labor +	\$100/ Event.+ Excess Costs	
Stadium Scoreboard and PA	Labor Costs	Labor +		
Stadium Field Lights	Labor Costs	Labor +	\$2000 per event + excess costs/Adjusted rate for lower gate sports at \$600 per event + excess costs	
Stadium Locker Rooms	Labor Costs	Labor +		
Stadium No Lights	Labor Costs	Labor +		
Practice	Labor Costs	Labor +	\$75/hr. + Excess Costs	
Tennis	Labor Costs	Labor +	\$10/hr	
Computer Labs/ All Buildings				
	Labor Costs	Labor +	\$50/hr + Excess Costs	
Labor Costs				
Athletic Staff Charges	\$50/hr./Athletic Coordinator. \$32.50/hr. (Weekdays), \$48.75/hr. (Sat), \$65.00 (Sun/Holidays) per Athletic Event Sta			
Cafeteria Staff Charges	\$25.00/hr. (Weekdays). \$37.50/hr (Sat). \$50.00/hr (Sun/Holidays)			
Custodial Staff Charges	\$32.50/hr. (Weekdays). \$48.75/hr (Sat). \$65.00/hr (Sun/Holidays)			
Auditorium/Technical Manager	\$32.50/hr. (Weekdays). \$48.75/hr (Sat). \$65.00/hr (Sun/Holidays)			
Auditorium/Technical Student	\$15.00/hr.			
Security Officers - Police Department	\$35.00/hr. from 7:00 AM to 3:00 PM, \$37.00/hr. from 3:00 PM to 11:00 PM, \$38.00/hr. from 11:00 PM to 7:00 AM			
* Please note, there is a two (2) hour minimum for labor costs affiliated with all rentals.				
NOTES				
CLASS A				
Only direct school affiliated and support organizations (PTA, Scouts, recreation groups, Twinsburg Alumni, Twinsburg Rotary, Twinsburg Chamber of Commerce, Board of Elections, religious organizations located within the school district boundaries, recognized school booster groups and school clubs).				
CLASS B				
Any group other than those in A staging an activity for profit.				
Excess Costs include all off-hour custodial needs, utility costs and other needs in excess of normal building operations. Approval of rental activities given at the discretion of the Superintendent.				
BOE Meeting 4_20_16, EXHIBIT J-3				
REVISED - BOE Meeting 8_17_16, EXHIBIT K-2				

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