



**Nordonia Hills City School District
Nordonia Board of Education Meetings
July Regular Board Meeting
July 19, 2021, 7:00 pm - 9:00 pm
Northfield Elementary Schools
9371 Olde Eight Road
Northfield, Ohio 44067**

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MINUTES

**Nordonia Hills City School District
Nordonia Board of Education Meetings
July Regular Board Meeting
Monday, July 19, 2021, 7:00 pm - 9:00 pm
Northfield Elementary Schools
9371 Olde Eight Road
Northfield, Ohio 44067**

A. PRESIDENT'S REPORT

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
Resolution #
4. Communications:
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6. Committee Reports:
Finance Committee
OSBA Legislative Liaison
Curriculum & Instruction Liaison
Facilities Liaison
Cuyahoga Valley Career Center
Nordonia Hills Foundation Liaison
Tax Incentive Review Board
Technology and Information Systems
Special Education Liaison
NDEIC

B. SUPERINTENDENT'S RECOMMENDATIONS

1. Approve Consent Items:
—Approve Revised Board Policy - First Reading (No Action required)

6.44 - Restraint and Seclusion

—Approve Membership in the Lake Erie Educational Media Consortium for the 2021-22 school year at a cost of \$869.50.

Resolution #
2. Approve Pay to Participate Fees for Extra/Co-Curricular Activities for the 2021-22 School Year
Students who qualify for free lunch program will pay 50% of the fee charge.
Students who qualify for reduced lunch program will be \$75% of the fee charge.

NHS Athletics - \$280
Middle School Athletics - \$140
Lee Eaton Band - \$18
Lee Eaton Choir - \$18
Grade 7-8 Choir Half Year - \$24

Grade 7-8 Choir Full Year - \$48
 Grade 7-8 Band - \$78
 Grade 7 Jazz Band Half Year - \$35
 Grade 7 Jazz Band Full Year - \$69
 Grade 8 Jazz Band Half Year - \$35
 Grade 8 Jazz Band Full Year - \$69
 Grade 9-12 Band - \$180
 Grade 9-12 Choir - \$90
 Color Guard - \$150
 Winter Guard - \$180

Resolution #

3. Approve Memorandum of Understanding Establishing Blended Rate of Pay for Hybrid Position for OAPSE Local 246 - Shari Morris

Resolution #

4. Approve All-Day Kindergarten Tuition for the 2021-22 School Year

Full-time Tuition	\$2,700
Students who qualify for reduced lunch program	\$2,025
Students who qualify for free lunch program	\$1,350

Resolution #

5. Approve Brochure for Gifted Education

Resolution#

6. Approve Personnel Items:

Resolution #

a. Certified:

i. Retirement/Resignation

Bethany Mosher, MS Mathematics, resignation effective end of 2020-21 school year.

ii. New Appointment/Assignment

None

iii. Long-Term Substitute

None

iv. Home Instruction (Paid at the curriculum rate of \$30.25/hr., effective 8/16/21)

Stephanie York

v. Extended Time

Staci Ross, 1.5 additional days, effective for the 2020-21 school year

vi. Curriculum

(Paid at the curriculum rate of \$30.25/hr., unless otherwise noted)

—ETR Meeting

Cindy O'Connor
Emma Sacha

Plan and create Classroom Huddle curriculum, not to exceed 30 hours each, effective July 1, 2021, paid from ESSER Federal Grants:

Amanda Wojtusik
Charles Wasco
Ann Wachs
Angela Hartman
Olivia Potash

vii. Supplementals (based on BA0-\$43,216)

HS Interact Club, Stephanie York, 4.00%, \$1,728.64*
HS Science Olympiad, Nicole Episcopo, 3.00%, \$1,296.48*
*Correction

(HS Athletics):

HS Assistant Athletic Director (Fall), Jason Lara, 7.50%, \$3,241.20
HS Assistant Athletic Director (Winter), Mary Bednar, 7.50%, \$3,241.20
HS Fall Head Cheerleading, Danielle Ricchino, 8.75%, \$3,781.40
HS Fall Cheerleading (JV), Tana Sinarski, 6.00%, \$2,592.96
HS Fall Cheerleading (9), Kelsey Stefanski, 4.00%, \$1,728.64
HS Head Cross Country, Mike Martin, 15.5%, \$6,698.48
HS Asst. Cross Country, Sean Sandvick, 11.00%, \$4,753.76
HS Accommodations Cross Country Coach, Brenna McGrath, 5.00%, \$2,160.80
HS Head Football, Jeffrey Fox, 21.50%, \$9,291.44
HS Assistant Football, Bernard Russ, 11.00%, \$4,753.76
HS Assistant Football, Tim King, 13.00%, \$5,618.08
HS Assistant Football, DeVon Sanders, 11.00%, \$4,753.76
HS Assistant Football, Nick Patterson, 11.00%, \$4,753.76
HS Assistant Football, Jason Chadock, 11.00%, \$4,753.76
HS Assistant Football, Cameron Bell, 9.00%, \$3,889.44
HS Assistant Football, Richard Brown, 8.00%, \$3,457.28
HS Assistant Football, Zdenko Sulc, 5.00%, \$2,160.80
HS Freshman Football, Donovan Nichols, 8.00%, \$3,457.28
HS Freshman Football Asst., Mike Konicek, 7.00%, \$3,025.12
HS Freshman Football Asst., Andy Hart, 7.00%, \$3,025.12
HS Head Boys' Golf, Scott Lawrence, 11.50%, \$4,969.84
HS Assistant Boys' Golf, Matt Cash, 8.00%, \$3,457.28
HS Head Girls' Golf, Greg Harris, 10.75%, \$4,645.72
HS Assistant Girls' Golf, Kristi Gunyula, 8.00%, \$3,457.28
HS Head Boys' Soccer, Derek Mercer, 14.75%, \$6,374.36
HS Assistant Boys' Soccer, Nick Miletta, 8.50%, \$3,673.36
HS Assistant Boys' Soccer, Patrick Schlund, 4.90%, \$2,117.58
HS Assistant Boys' Soccer, Austin Usher, 4.90%, \$2,117.58
HS Assistant Boys' Soccer, Scott Durham, 3.70%, \$1,598.99
HS Head Girls' Soccer, Les Gicei, 14.75%, \$6,374.36
HS Assistant Girls' Soccer, Michael Codispoti, 11.75%, \$5,077.88
HS Assistant Girls' Soccer, Jeremy Johnson, 11.00%, \$4,753.76
HS Head Girls' Tennis, Ryan Vehar, 11.50%, \$4,969.84
HS Assistant Girls; Tennis, Anne Berardinelli, 8.00%, \$3,457.28
HS Head Volleyball, Tim Vasko, 12.90%, \$5,574.86
HS Assistant Volleyball, Eric Sopata, 9.82%, \$4,243.81
HS Assistant Volleyball (JV), John Smoleny, 9.82%, \$4,243.81
HS Freshman Volleyball, Jazmine Dukes, 8.82%, \$3,811.65

(MS Athletics):

MS Fall Head Cheerleading, Amy Webb, 4.50%, \$1,944.72
MS Head Cross Country, Kristine Dombroski, 8.75%, \$3,781.40
MS Assistant Cross Country, Tim McKee, 4.25%, \$1,836.68
MS Assistant Cross Country, Matt Beery, 4.25%, \$1,836.68
MS Accommodations Cross Country Coach, Virginia Tedor, 5.00%, \$2,160.80
MS Head Football, Scott Barwidi, 9.50%, \$4,105.52
MS Assistant Football, Al Huge, 9.50%, \$4,105.52
MS Assistant Football, Ed Ralls, 7.00%, \$3,025.12
MS Assistant Football, Marty Atha, 7.75%, \$3,349.24
MS Assistant Football, Ty Lachowski, 8.50%, \$3,673.36
MS Assistant Football, Dan Lieberth, 6.00%, \$2,592.96
MS Head Volleyball, Connie Perney, 8.75%, \$3,781.40
MS Assistant Volleyball, Eleanor Barwidi, 2.32%, \$1,002.61
MS Assistant Volleyball, Mary Tatton, 7.00%, \$3,025.12
MS Assistant Volleyball (9), Abbey Shupp, 2.32%, \$1,002.61

b. Classified:

i. Resignation/Retirement

Brittany Hyde, MS Paraprofessional, resignation effective 7/13/2021

ii. Leave of Absence

Daniel Chorba, NF Elementary Building Foreman, unpaid leave of absence, effective March 16, 2021 through June 30, 2022.

iii. New Assignment

None

iv. Change of Assignment

None

v. Substitute

None

C. TREASURER'S RECOMMENDATIONS

1. Approve Consent Items:

Special Board Meeting Minutes - June 21, 2021
Regular Board Meeting Minutes - June 21, 2021
Financial Statements - June, 2021
Educational Focus on Fiscal Year 2021

Resolution #

2. Approve Summit Educational Service Center Auxiliary Services Agreement.

(This is contingent upon the district maintaining the management of St. Barnabas auxiliary service funds).

Resolution#

3. Resolution Authorizing Payment of Accrued Unused Vacation Leave for the Treasurer/CFO. Due to COVID-19 pandemic, fiscal year 2021 closing activities, fiscal year 2022 opening activities and managing the transition of a new treasurer, Treasurer Obratil has been unable to take all of her vacation days prior to her retirement on July 30. Treasurer Obratil is requesting to be paid for all of her accrued unused vacation leave.

Resolution#

4. Approve Petty Cash and Change Funds for FY2022

Resolution#

5. Treasurer Transition Plan Update

Resolution#

D. EXECUTIVE SESSION

To consider the purchase of property for public purposes.

E. ADJOURNMENT

The next Regular meeting of the Board will be held on Monday, August 30, 2021, at 7 PM at Northfield Elementary School, 9374 Olde Eight Road, Northfield, Ohio 44067

Resolution #

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into by and between the Nordonia Hills City School District (“District”) Board of Education (“Board”) and the Ohio Association of Public School Employees, Local 246 (“OAPSE”), and Ms. Shari Morris (“Employee”) and is for the purpose of establishing a mutually agreed upon blended rate of pay for all work performed by the Employee regardless of classification. Accordingly, the parties agree as follows:

Section 1: Effective July 1, 2021, the Employee will be paid at the hourly rate of \$20.76/hour for all work performed by the Employee regardless of the classification. In addition, the Employee will be paid longevity pay in accordance with the OAPSE agreement and will also receive all across the board wage increases agreed to between the Board and OAPSE for the bargaining unit.

Section 2: This Memorandum of Understanding will replace and supersede Section 3 of the 2020 Memorandum of Understanding between the parties. All other provisions in the 2020 Memorandum of Understanding between the parties will remain in full force and effect and will remain unchanged by this agreement.

Section 3: The parties further agree that this Memorandum of Understanding is not precedent setting.

IN WITNESS WHEREOF, the parties have executed this MOU this ____ day of _____, 2021.

NORDONIA HILLS CITY SCHOOL
DISTRICT BOARD OF EDUCATION

OAPSE LOCAL 246

Board President

OAPSE Local 246 President

Superintendent

OAPSE Field Representative

Treasurer

Ms. Shari Morris



Nordonia Hills City School District Office of Curriculum and Instruction
9370 Olde Eight Road · Northfield, OH 44067 · Phone: 330.467.0585 · Fax: 330.468.0152
www.nordoniaschools.org

NORDONIA HILLS CITY SCHOOLS GIFTED EDUCATION INFORMATION 2021-2022

IDENTIFICATION OF GIFTED STUDENTS

The state of **Ohio** defines a **gifted** student as one who “performs or shows potential for performing at remarkably high levels of accomplishment when compared to others of their age, experience, or environment.”

Ohio law identifies students in the following four areas:

Superior Cognitive Identification

The State of Ohio shall identify a child exhibiting “superior cognitive ability” if the child scored 128 or above on an ability test or a standardized test of intelligence within the last 24 months.

Specific Academic Identification

The State of Ohio shall identify a child exhibiting “specific academic ability” if the child performs at or above the 95th percentile on a nationally-normed achievement test within the last 24 months.

Creative Thinking Ability

The State of Ohio shall identify a child exhibiting “creative thinking ability” if the child scored a 112 on an ability or intelligence test **and** a sufficient score on an Ohio Department of Education approved checklist.

Visual and Performing Arts

The State of Ohio shall identify a child exhibiting “visual or performing arts ability” by demonstrating through a display of work, an audition, or performance with superior ability and a sufficient score on an Ohio Department of Education approved checklist.

Identification Process

Students will be given two opportunities to be identified throughout a school year (a whole grade screener counts as one). First, any student may be referred by a teacher, administrator, gifted intervention specialist, guidance counselor, school psychologist, student, or parent/legal guardian for identification. Parent referral forms are available on our school website or [here](#) for academics and [here](#) for visual and performing arts. Results will be mailed home/e-mailed to families.

Screening

All students in grades 2 and 6 will be screened using nationally normed cognitive abilities and achievement tests given during the regular school day by their classroom teachers. Students in 4th grade will be screened using only a nationally normed cognitive abilities assessment.

Nordonia Gifted Services

Grades K - 2

In grades K-2, high-ability learners will receive differentiated instruction from their classroom teachers.

Grades 3-4 Reading

Identified gifted students who meet district criteria will receive differentiated instruction from classroom teachers receiving ongoing professional development focused on the nature and needs of gifted students and curriculum differentiation.

Grades 3-4 Math

Identified gifted students who meet district criteria will receive gifted services in math from the Gifted Teacher receiving ongoing professional development focused on the nature and needs of gifted students and curriculum differentiation.

Grades 5, 6 ELA and Math

In grades 5 - 6, identified gifted students who meet district criteria would receive gifted services in ELA and/or math from the Gifted Teacher and/or regular classroom teacher.



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Grades 7 and 8 ELA

In grades 7-8, identified gifted students who meet the district criteria for ELA would receive language arts services. The regular classroom teacher receives ongoing professional development focused on the nature and needs of gifted students and curriculum differentiation.

Grades 7 and 8 Math

Students in grades 7-8 identified gifted students who meet the district criteria for math would be placed in an accelerated course appropriate for the student's math ability with a teacher receiving ongoing professional development focused on the nature and needs of gifted students and curriculum differentiation.

Grades 9 through 12

Students in grades 9-12 are served through Advanced Placement (AP) courses or College Credit Plus (CCP) options. In addition, teachers continue receiving ongoing professional development focused on the nature and needs of gifted students and curriculum differentiation.

Nordonia Hills Gifted Education Staff

Alice Bender, Gifted Intervention Specialist &
Gifted Lead Teacher
Rushwood & Northfield Elementary
(Grades K-4)
Alice.Bender@nordoniaschools.org

Laura Collins MS, HS Support
Laura.Collins@nordoniaschools.org

Shawn Jividen, K-12 Support
Shawn.jividen@nordoniaschools.org

Angela Cottrell, Gifted Teacher
Lee Eaton Elementary
(Grades 5 - 6)
Angela.Cottrell@nordoniaschools.org

Todd Stuart, Director of Curriculum
Todd.Stuart@nordoniaschools.org

Kristina Schroeder, Gifted Teacher
Ledgerview, Northfield & Rushwood Elementary
(Grades K-4)
Kristina.Schroeder@nordoniaschools.org



MINUTES

**Nordonia Hills City School District
Nordonia Board of Education Meetings
June Special Board Meeting
Monday, June 21, 2021, 6:00 pm - 6:52 pm
9370 Olde Eight Road
Northfield, Ohio 44067**

In Attendance

Chad Lahrmer; Judy Matlin; Liz McKinley; Tammy Strong; William Busse

A. PRESIDENT'S REPORT

1. Roll Call

B. BOARD DISCUSSION ITEMS

ESSER Process
Facility Process Update
Review of Superintendent's 2020-2021 Goals

C. EXECUTIVE SESSION

The discussion of an investigation of charges or complaints against employees.

The Board went into Executive Session at 6:37 P.M. and returned to the public meeting at 6:50 P.M.

Resolution 2021-6-21-97

Move: Judy Matlin Second: William Busse Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

D. ADJOURNMENT

The Board unanimously consented to adjourn the meeting at 6:52 P.M. The President declared the motion passed.

Resolution 2021-6-21-98

Move: Tammy Strong Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

Chad M. Lahrmer, President

Karen E. Obratil, Treasurer/CFO



MINUTES

**Nordonia Hills City School District
Nordonia Board of Education Meetings
June Regular Board Meeting
Monday, June 21, 2021, 7:00 pm - 7:33 pm
Northfield Elementary School
9371 Olde Eight Road
Northfield, Ohio 44067**

In Attendance

Chad Lahrmer; Judy Matlin; Liz McKinley; Tammy Strong; William Busse

A. PRESIDENT'S REPORT

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda

Treasurer Obratil amended the FY21 Final Appropriations for Fund 590 by adding \$10,000.

Resolution 2021-6-21-99

Move: Judy Matlin Second: William Busse Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

4. Communications:

Nordonia Track Team State Qualifiers

Coach Barwidi, the district's track coach, recognized the track team state qualifiers.

5. Open Forum

6. Committee Reports:

Finance Committee
OSBA Legislative Liaison
Curriculum & Instruction Liaison
Facilities Liaison
Cuyahoga Valley Career Center
Nordonia Hills Foundation Liaison
Tax Incentive Review Board
Technology and Information Systems
Special Education Liaison
NDEIC

Mr. Virost reported on the activities at the CVCC and provided a tribute to outgoing Treasurer Obratil for her nine years of service to the district.

Mrs. McKinley reported on legislative issues.

B. SUPERINTENDENT'S RECOMMENDATIONS

1. Approve Consent Items:

Approve Revised Board Policies - Second Reading (Action required)

- 2.05 Evaluation of Administrators
- 4.03 Evaluation of Teachers
- 3.05 Staff Conduct
- 6.04 Intra-District Open Enrollment
- 8.14 Procurement with Federal Grants/Funds
- 9.26 Emergency Management Plan

Approve New Board Policy - Second Reading (Action required)

- 6.55 Maintenance and Use of Glucagon

Approve Overnight Field Trips:

—Nordonia High School Track team qualifiers to the State of Ohio (OHSSA) track meet in Columbus, Ohio, June 3 - June 5, 2021. Transportation will be provided by Nordonia school bus. Approximate cost is \$3000 paid for by the Nordonia Athletic Department.

—Nordonia High Marching Band to Millersburg, Ohio from August 1 - August 6, 2021 for Band Camp. Mode of transportation is school bus. Cost is \$350 per student with no cost to the district.

Resolution 2021-6-21-100

Move: William Busse Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

2. Approve Renewal of School District Liability, Fleet, Property, Violence, Pollution and Cyber Insurance Coverage through the Ohio School Plan, administered by Hylant Administrative Services, LLC.

Period coverage effective July 1, 2021 through June 30, 2022:

OSP Violence \$963
OSP Auto \$7,062
OSP Liability \$16,459
OSP Cyber \$1,945
OSP Pollution \$813
OSP Property \$66,778

Total: \$94,020

Resolution 2021-6-21-101

Move: Judy Matlin Second: Tammy Strong Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

3. Approve Contracts for Pupil Services Department

—Footprints Center of Autism, not to exceed \$56,271.25, paid for with IDEA-B Funds

—Summit Educational Services Center - Kids First/Tops Contract to provide educational services for the 2021-22 school year

Resolution 2021-6-21-102

Move: Tammy Strong Second: William Busse Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

4. Approve Personnel Items:

Resolution 2021-6-21-103

Move: Judy Matlin Second: Chad Lahrmer Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

a. Certified:

i. Retirement/Resignation

None

ii. New Appointment/Assignment:

Daniel Lieberth, MS Social Studies, Salary based on B Step 4 on the Teachers Salary Schedule will be \$51,859 effective for the 2021-22 school year

Anvi Uppal, HS Science, Salary based on M+15 Step 4 on the Teachers Salary Schedule will be \$66,070 effective for the 2021-22 school year

Adam Wiskofske, MS Science, Salary based on M Step 7 on the Teachers Salary Schedule will be \$66,985 effective for the 2021-22 school year

iii. Long-Term Substitute

Gizela Falcon-Irizarry (subbing for Courtney Yagiela, MS Spanish) effective 8/23/2021 - approximately 11/15/2021

iv. Home Instruction (Paid at the curriculum rate of \$29.36/hr. Effective 8/16/21, \$30.25/hr.

Jason Lara, effective July - August as needed

v. Extended School Year

Intervention Specialists, paid at the curriculum of \$29.36/hr. Effective August 16, 2021, curriculum rate increases to \$30.25/hr., not to exceed the following hours:

Sarah Polito - 18 hours
Karen Hovorka - 18 hours
Brenna McGrath - 8 hours
Becky Pearl - 18 hours
Jennifer Elliott - 6 hours
Colleen Doherty - 8 hours
Regina Kneil - 180 hours

vi. Curriculum

(All are paid at the curriculum rate of \$29.36/hr., unless otherwise noted.) \$30.25/hr., effective 8/16/21)

—Professional development/training for MMR pilot program from July 26 - 29, 2021, up to 32 hours:

Julia Robey
Marissa Rizzo

—Plan, conduct, and review data for AP state testing and ACT testing at Nordonia High School during the 2021-22 school year, as needed:

Courtney Wenzel
Staci Ross

Laura Zinke
Nicole Seward

—Plan, review, and update AP Physics course, effective June 5, 2021, up to 50 hours:

Barbara McMichael

—Participation in CPM training, effective August 3 - 5, 2021, up to 24 hours:

Mary Carlo

—Participation in Biotech training, effective July 12 - 16, 2021, up to 40 hours:

Aaron Coleman

—Closing of the Gaps summer program, not to exceed 45 hours, @\$15.83/hr., paid from ESSER or ESSER #2 Federal Grants:

Tammy Garey

—Prepare and present at New Teacher Orientation, August 18, 2021, up to 4 hours:

Barbara McMichael
Angela Wojtecki

—*Plan and conduct online learning from June 7 - July 30, 2021. \$3,940 paid from ESSER or ESSER #2 Federal Grants:

Bethany Mosher

*Correction

—Closing of the Gaps Summer program, not to exceed 50 hours, paid from ESSER or ESSER #2 Federal Grants:

Erica Sansavera
Patti Belli
Christina Olson

—Participation in CPM Training on July 29, 2021 in New Albany, Ohio, up to 8 hours:

Ken Vehar
Erica Molnar
Stacy Cravener
Lori Day

—Growth Plan Review, effective 2021-22 school year, \$50/hr., not to exceed 30 hours:

Louise Teringo

vii. Supplementals (based on BA/0-\$43,216)

See Attached

viii. Athletic and Non-Athletic Camp

*Stipend for coaching self-funded tennis camp. (Grades 5-12, June 7 - 10, 2021):

Ryan Vehar \$300
Anne Berardinelli \$300

b. Classified:

i. Resignation/Retirement

Erin Bugarcic, HS Media Resource, resignation effective 6/16/2021

Barbara Marr, LV Food Service Worker, resignation effective 6/3/2021

Jeremy Pollock, MS Paraprofessional, resignation effective 5/28/2021

Barbara Siegel, HS Paraprofessional, retirement effective 6/2/2021

ii. New Assignment

Steve Lloyd, HS Custodian, 8.0 hours per day, 5 days per week, effective 6/14/2021, Step 0, \$17.69/hr.

Jill Stuthers, LV Food Service Worker, 3.5 hours per day, 5 days per week, effective 8/26/2021, Step 3, \$15.50/hr.

iii. Change of Assignment

None

iv. Substitute

Rosanne Cermak, Student Supervisor, Paraprofessional, Special Needs, Clerical
Danielle Covelli, Student Supervisor, Paraprofessional, Special Needs, Clerical

v. Summer Workers

Effective 6/14/21 - approximately 8/12/21

Mateo Petite - \$10.25/hr.

Brandon Dolly - \$10.00/hr.

Danielle Kirsch - \$10.00/hr.

C. TREASURER'S RECOMMENDATIONS

1. Approve Consent Items:

Special Board Meeting Minutes - May 24, 2021

Regular Board Meeting Minutes - May 24, 2021

Financial Statements - May, 2021

Financial Presentation

Educational Focus on Insurances

Resolution 2021-6-21-104

Move: Tammy Strong Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

2. FY21 Final Appropriations

Resolution 2021-6-21-105

Move: Tammy Strong Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

3. FY22 Temporary Appropriations

Resolution 2021-6-21-106

Move: Tammy Strong Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

4. Fund Transfer from the General Fund to the Food Service Fund

Fund transfer from the General Fund to the Food Service - \$250,000

Resolution 2021-6-21-107

Move: Chad Lahrmer Second: Tammy Strong Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

5. Insurance Premiums effective July 1, 2021

Resolution 2021-6-21-108

Move: Tammy Strong Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

6. Now and Then Statement - Nordonia High School Athletic Turf

Resolution 2021-6-21-109

Move: Judy Matlin Second: William Busse Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

D. ADJOURNMENT

The next Regular meeting of the Board will be held on Monday, July 19, 2021, at 7 PM at Northfield Elementary School, 9374 Olde Eight Road, Northfield, Ohio 44067

The Board unanimously consented to adjourn the meeting at 7:33 P.M. The President declared the motion passed.

Resolution 2021-6-21-110

Move: Tammy Strong Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

Chad M. Lahrmer, Board President

Karen E. Obratil, Treasurer/CFO

Treasurer's Note: The meeting was video recorded.

NORDONIA HILLS CITY SCHOOL DISTRICT

*Financial
Reports for
June, 2021*



- 1 Financial Analysis
- 2 Monthly Operating Fund Report
- 3 Fiscal Year-to-Date Operating Fund Report
- 4 Revenue Analysis Report
- 5 Expenditure Analysis Report
- 6 FINSUM - Financial Summary
- 7 Approved Funds for 2020-21
- 8 Cash Reconciliation
- 9 APPSUM - Appropriation Summary
- 10 Check Register > \$9,999

District's Mission

Inspiring every student to value learning, community and excellence.

Nordonia Hills City School District

General Operating Fund* Analysis Report

for Fiscal Year Ending June 30, 2021

Prepared by: Karen Obratil, Treasurer/CFO

Board Meeting 7/19/2021

June

Line	REVENUE	Forecast Estimate	FY21 Actuals	Variance	FY20 Actuals (Informational)
1.035	Unrestricted Grants-in-Aid	369,063	370,341	1,278	205,890
1.040	Restricted Grant-in-Aid	62,461	57,118	(5,343)	62,027
1.050	Property Tax Allocation	0	0	0	0
1.060	All Other Operating Revenue	300,000	282,487	(17,513)	196,492
1.070	Total Revenue	731,524	709,946	(21,578)	464,409
	Other Financing Sources				
2.060	All Other Financing Sources	0	0	0	59,801
2.070	Total Other Financing Sources	0	0	0	59,801
2.080	TOTAL REVENUE + OTHER FINANCING SOURCES	731,524	709,946	(21,578)	524,210
	EXPENDITURES				
3.010	Personnel Services	2,311,500	2,304,096	(7,404)	2,141,254
3.020	Employees' Retirement/Insurance Benefits	905,000	898,393	(6,607)	928,273
3.030	Purchased Services	1,022,000	998,515	(23,485)	510,920
3.040	Supplies and Materials	123,500	126,916	3,416	87,575
3.050	Capital Outlay	175,000	200,458	25,458	51,133
4.300	Other Objects	5,000	3,004	(1,996)	40,949
4.500	Total Expenditures	4,542,000	4,531,382	(10,618)	3,760,104
	Other Financing Uses				
5.010	Operating Transfers Out	250,000	250,000	0	115,000
5.040	Total Other Financing Uses	250,000	250,000	0	115,000
5.040	TOTAL EXPENDITURES AND OTHER FINANCING USES	4,792,000	4,781,382	(10,618)	3,875,104
6.010	Excess Revenue (Under) Expenditures	(4,060,476)	(4,071,436)		(3,350,894)
7.010	Beginning Cash Balance	\$19,718,488	\$20,552,433		\$18,446,429
7.020	Ending Cash Balance	\$15,658,012	\$16,480,996	822,984	\$15,095,535
8.010	Outstanding Encumbrances	\$1,179,794	\$1,179,794	0	\$1,205,548

Nordonia Hills City School District

General Operating Fund* Analysis Report

for Fiscal Year Ending June 30, 2021

Prepared by: Karen Obratil, Treasurer/CFO

Board Meeting 7/19/2021

July 1, 2020 to June 30, 2021

Line	REVENUE	FY21	FY21	FY21 Actual to	FY20
		Estimate	Actuals	FY21 Estimate	Actuals
1.010	General Property Taxes (Real Estate)	35,731,759	\$35,731,759	\$0	\$31,433,874
1.020	Tangible Personal Property Taxes	3,190,252	3,190,252	0	2,889,230
1.035	Unrestricted Grants-in-Aid	4,710,094	4,687,552	(22,542)	4,458,688
1.040	Restricted Grant-in-Aid	71,805	84,158	12,353	89,067
1.050	Property Tax Allocation	4,391,704	4,192,324	(199,380)	4,111,391
1.060	All Other Operating Revenue	3,529,999	3,567,158	37,159	3,995,491
1.070	Total Revenue	51,625,613	51,453,203	(172,410)	46,977,741
	Other Financing Sources				
2.070	Total Other Financing Sources	256,634	264,921	8,287	407,393
2.080	TOTAL REVENUE + OTHER FINANCING SOURCES	51,882,247	51,718,124	(164,123)	47,385,134
	EXPENDITURES				
3.010	Personnel Services	27,740,014	27,587,483	(152,531)	26,181,649
3.020	Employees' Retirement/Insurance Benefits	10,640,043	10,497,670	(142,373)	10,263,845
3.030	Purchased Services	10,725,000	10,091,160	(633,840)	8,977,337
3.040	Supplies and Materials	1,907,342	1,727,592	(179,750)	1,584,432
3.050	Capital Outlay	1,045,001	1,160,813	115,812	893,545
4.300	Other Objects	840,500	821,873	(18,627)	865,186
4.500	Total Expenditures	52,897,900	51,886,591	(1,011,309)	48,765,994
	Other Financing Uses				
5.040	Total Other Financing Uses	277,528	327,528	50,000	177,554
5.040	TOTAL EXPENDITURES AND OTHER FINANCING USES	53,175,428	52,214,119	(961,309)	48,943,548
6.010	Excess Revenue Over/(Under) Expenditures	(1,293,181)	(495,995)		(1,558,414)
7.010	Beginning Cash Balance	\$15,095,534	\$15,095,534		\$16,653,949
7.020	Ending Cash Balance	\$13,802,353	\$14,599,539	\$797,186	\$15,095,535
8.010	Outstanding Encumbrances	\$1,179,794	\$1,179,794		\$1,205,548

Nordonia Hills City School District



Revenue Analysis Report - General Operating Fund Only - FY21



2020-2021	Local Revenue			State Revenue			Non-Operating*	Total Revenue
	Taxes		Other Local	Unrestricted Grants-in-Aid	Property Tax Allocation	Restricted Grants-in-Aid		
	Real Estate	Personal Property						
July	\$9,592,859	\$0	\$26,587	\$334,150	\$0	\$2,458	\$22,629	\$9,978,683
August	4,989,117	0	78,684	405,814	0	2,458	37,896	5,513,969
September	2,891,814	1,550,973	890,477	354,560	0	2,458	49,616	5,739,898
October	0	0	4,410	353,908	2,175,036	2,458	2,215	2,538,027
November	0	0	307,220	396,201	0	2,458	129,959	835,838
December	0	0	516,429	352,907	0	2,458	0	871,794
January	0	0	53,848	447,739	0	2,458	2,059	506,104
February	10,620,001	0	325,509	548,638	0	2,458	400	11,497,006
March	5,926,554	0	296,298	380,859	0	2,458	0	6,606,169
April	1,711,414	1,639,280	745,721	371,767	0	2,458	0	4,470,640
May	0	0	51,351	370,667	2,017,289	2,458	8,287	2,450,052
June	0	0	282,487	370,341	0	57,118	0	709,946
Totals	\$35,731,759	\$3,190,253	\$3,579,021	\$4,687,551	\$4,192,325	\$84,156	\$253,061	\$51,718,126
% of Total	69.09%	6.17%	6.92%	9.06%	8.11%	0.16%	0.49%	

*Non-Operating Revenue includes advances in, and refund of prior year expenditures.

Nordonia Hills City School District



Expenditure Analysis Report - General Operating Fund - FY21



2020/2021	Salaries	Benefits	Services	Supplies	Equipment	Dues/ Fees	Non- Operating*	Total Expenses
July	\$2,165,807	\$956,856	\$959,953	\$177,260	\$56,689	\$27,817	\$0	\$4,344,382
August	2,260,151	396,714	1,244,900	285,891	300,543	7,949	0	4,496,148
September	2,297,980	515,796	494,654	438,644	243,604	304,021	62,528	4,357,227
October	2,308,907	964,363	702,471	396,722	177,535	10,896	0	4,560,894
November	2,365,159	960,444	260,618	(95,292)	70,317	8,447	0	3,569,693
December	2,317,124	1,059,788	1,060,332	(43,829)	(138,668)	32,348	0	4,287,095
January	2,289,470	962,908	698,829	48,093	53,697	20,861	0	4,073,858
February	2,340,865	967,755	760,941	82,545	31,086	8,443	0	4,191,635
March	2,339,831	959,305	821,209	132,756	33,415	3,454	0	4,289,970
April	2,302,394	959,121	1,174,021	89,546	16,480	388,763	0	4,930,325
May	2,295,698	896,227	914,718	88,339	115,657	5,879	15,000	4,331,518
June	2,304,096	898,393	998,515	126,916	200,458	3,004	0	4,531,382
TOTALS	\$27,587,482	\$10,497,670	\$9,092,646	\$1,727,591	\$1,160,813	\$821,882	\$77,528	\$50,965,612
% of Total	54.13%	20.60%	17.84%	3.39%	2.28%	1.61%	0.15%	

*Non-Operating expenses include advances and transfers out.

Operating Fund includes General Fund (001)

ko 7/19/2021

Nordonia Hills City School District

June 30, 2021



FINSUM Financial Summary

ko 7/19/2021

Fund	Fund Name	Beginning Balance 7/1/2020	Monthly Receipts	Fiscal Year To Date Receipts	Monthly Expenditures	Fiscal Year To Date Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001	General Fund	\$15,095,534.31	\$709,945.42	\$51,718,124.47	\$4,781,381.79	\$52,214,118.71	14,599,540.07	\$1,179,793.60	\$13,419,746.47
002	Bond Retirement	1,448,857.65	0.00	3,314,080.67	0.00	3,232,989.14	1,529,949.18	0.00	1,529,949.18
003	Permanent Improvement	15,024.94	0.00	196.47	0.00	0.00	15,221.41	0.00	15,221.41
004	Building Fund	231,993.95	10,300.00	43,396.40	231,692.95	232,440.95	42,949.40	25,332.00	17,617.40
006	Food Service	43,097.45	366,245.35	1,023,716.49	63,627.74	916,353.15	150,460.79	18,094.62	132,366.17
018	Public School Support	144,369.05	1,677.71	24,005.90	2,267.04	41,670.43	126,704.52	370.00	126,334.52
019	Other Grants	63,551.75	11,818.75	485,999.97	659.87	484,884.29	64,667.43	1,000.93	63,666.50
020	Special Enterprise	7,241.66	0.00	217.40	0.00	0.00	7,459.06	0.00	7,459.06
022	Unclaimed Funds	42,402.92	9,508.79	16,785.95	5,670.07	37,131.45	22,057.42	207.90	21,849.52
200	Student Managed Funds	185,358.62	717.00	(16,377.10)	9,094.46	67,238.41	101,743.11	11,312.55	90,430.56
300	District Managed Funds	238,720.41	24,438.00	283,001.49	16,061.09	302,511.47	219,210.43	9,190.80	210,019.63
401	Auxiliary Services	1,933.27	69.69	364,537.89	198,294.54	339,933.87	26,537.29	26,295.10	242.19
451	OneNet (Data Communication)	0.00	0.00	10,800.00	0.00	10,800.00	0.00	0.00	0.00
467	Student Wellness	39,563.03	0.00	178,552.22	9,000.00	85,500.00	132,615.25	0.00	132,615.25
499	Miscellaneous State Grants	167.03	5,078.18	25,143.89	2,992.46	25,310.92	0.00	0.00	0.00
507	Elem./Secondary Relief (ESSER)	0.00	124,672.05	186,492.21	73,014.32	186,993.37	(501.16)	49,665.48	(50,166.64)
510	Coronavirus Relief Fund (CRF)	0.00	0.00	191,462.42	171.24	191,462.42	0.00	0.00	0.00
516	IDEA-B	(23,848.24)	131,848.57	463,845.65	72,701.11	482,201.22	(42,203.81)	109,749.02	(151,952.83)
551	Title III - Limited English Proficiency	8,182.72	0.00	0.00	0.00	0.00	8,182.72	0.00	8,182.72
572	Title I - Disadvantaged Children	(6,070.49)	106,379.46	312,566.29	102,619.43	310,475.99	(3,980.19)	179.96	(4,160.15)
590	Title II-A - Improving Teacher Quality	(3,170.72)	32,897.98	122,149.95	24,853.15	114,535.44	4,443.79	4,350.00	93.79
599	Title IV	(2,436.81)	0.00	13,136.81	0.00	10,700.00	0.00	1,916.00	(1,916.00)
	Grand Totals (ALL Funds)	\$17,530,472.50	\$1,535,596.95	\$58,761,835.44	\$5,594,101.26	\$59,287,251.23	\$17,005,056.71	\$1,437,457.96	\$15,567,598.75

Nordonia Hills City School District

Approved Funds for 2020/2021

This report is a listing of all grant funds authorized and received throughout the 2020/2021 school year.

Fund	Description	Authorized Amount	Non-Public Authorized Amount	Monthly Amount Received	Amount Received FY-to-date
	Other Grants				
019/9924	Summit County Re-Opening	\$367,952.00			\$367,952.00
	State Grants				
451/9213	OneNet	\$10,800.00			\$10,800.00
467/9920	Student Wellness	\$178,948.69			\$178,552.22
499/9222	Parent Mentor	\$25,320.00		\$5,078.18	\$24,823.89
401/9220	Auxiliary Services/St. Barnabas		\$364,468.20	\$69.69	\$364,537.89
	Total State Funds	\$215,068.69	\$364,468.20	\$5,147.87	\$578,714.00
	Federal Grants				
507/9921	ESSER CFDA 84.425D	\$252,098.00		\$124,672.05	\$186,492.21
510/9920	Coronavirus Relief Fund #21.019	\$181,465.42			\$181,465.42
510/9820	Broadband Ohio Connectivity	\$10,000.00			\$10,000.00
	Federal Stimulus Funds	\$443,563.42			\$377,957.63
516/9920	IDEA-B (Spec.Ed.) CFDA 84.027	\$242,145.68			\$50,582.12
516/9921	IDEA-B (Spec.Ed.) CFDA 84.027	\$765,365.66	\$25,915.32	\$131,848.57	\$413,263.53
516/9821	Parent Mentor Supplement	\$2,000.00			
572/9920	Title I CFDA 84.010	\$29,232.39	\$3,031.74		\$6,099.38
572/9921	Title I CFDA 84.010	\$284,537.54	\$4,138.73	\$102,339.02	\$302,426.47
572/9821	Expanding Opportunities	\$10,000.00		\$4,040.44	\$4,040.44
590/9920	Title II-A CFDA 84.367	\$72,131.78			\$27,102.66
590/9921	Title II-A CFDA 84.367	\$69,126.80	\$8,452.66	\$32,897.98	\$95,047.29
599/9920	Title IV CFDA 84.424A	\$31,203.59	\$2,436.81		\$2,436.81
599/9921	Title IV CFDA 84.424A	\$20,878.55	\$1,911.75	\$700.00	\$10,700.00
	Total Federal Funds	\$1,526,621.99	\$45,887.01	\$271,826.01	\$911,698.70
	Grand Total Federal Funds	\$1,970,185.41	\$45,887.01	\$271,826.01	\$1,289,656.33

ko 7/19/2021

Nordonia Hills City School District



Cash Reconciliation



June 30, 2021

FINSUM Balance			\$17,005,056.71
Bank Balance:			
Huntington (Operating Account)	7,020,269.95		
Huntington (Fee Account)	25,098.65		
		<u>7,045,368.60</u>	
Investments:			
Red Tree Investment Group	10,156,373.01		
StarOhio	589,731.77		
		<u>10,746,104.78</u>	
Outstanding Checks:			
Less: o/s checks (Operating) eFP	(668,763.02)		
Less: o/s checks (Payroll)	(1,850.58)		
		<u>(670,613.60)</u>	
Deposits in Transit	200.00		200.00
Miscellaneous Adjustments			
Ohio taxes	(48,050.14)		
RITA	(42,029.33)		
ESERS	(24,426.27)		
ESERS (pick up)	(1,820.54)		
Ohio Deferred Comp	(2,322.50)		
Akron City Taxes	(507.32)		
School District Tax	(335.25)		
Liabilities	(13.92)		
Adjustment	3,502.20		
		<u>(116,003.07)</u>	
Bank Balance			\$17,005,056.71
Variance			0.00
Adjusted Bank Balance			<u>17,005,056.71</u>

7/19/2021

Nordonia Hills City School District

June 30, 2021



Appropriation Summary

ko 7/19/2021

Fund	FYTD Appropriated	Prior FY Carryover Encumbrances	FYTD Expendable	FYTD Actual Expenditures	MTD Actual Expenditures	Current Encumbrances	FYTD Unencumbered Balance	FYTD Percent Exp/Enc
001 General Fund	\$52,550,000.00	\$1,205,547.64	\$53,755,547.64	\$52,214,118.71	\$4,781,381.79	\$1,179,793.60	\$ 361,635.33	99.33%
002 Bond Retirement	3,232,989.14	0.00	3,232,989.14	3,232,989.14	0.00	0.00	0.00	100.00%
003 Permanent Improvement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
004 Building Fund	268,150.35	0.00	268,150.35	232,440.95	231,692.95	25,332.00	10,377.40	96.13%
006 Food Service	936,325.00	0.00	936,325.00	916,353.15	63,627.74	18,094.62	1,877.23	99.80%
018 Public School Support	63,755.00	2,770.00	66,525.00	41,670.43	2,267.04	370.00	24,484.57	63.19%
019 Other Grants	491,597.28	0.00	491,597.28	484,884.29	659.87	1,000.93	5,712.06	98.84%
020 Enterprise	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
022 Unclaimed Funds	37,383.07	0.00	37,383.07	37,131.45	5,670.07	207.90	43.72	99.88%
200 Student Managed Funds	79,986.00	26,128.60	106,114.60	67,238.41	9,094.46	11,312.55	27,563.64	74.02%
300 District Managed Funds	469,585.00	0.00	469,585.00	302,511.47	16,061.09	9,190.80	157,882.73	66.38%
401 Auxiliary Services	364,565.39	1,905.77	366,471.16	339,933.87	198,294.54	26,295.10	242.19	99.93%
451 OneNet (Data Communication)	10,800.00	0.00	10,800.00	10,800.00	0.00	0.00	0.00	100.00%
467 Student Wellness	218,115.25	0.00	218,115.25	85,500.00	9,000.00	0.00	132,615.25	39.20%
499 Miscellaneous State Grants	25,148.29	171.71	25,320.00	25,310.92	2,992.46	0.00	9.08	99.96%
507 Elementary/Secondary Relief (ESSER)	1,236,802.76	0.00	1,236,802.76	186,993.37	73,014.32	49,665.48	1,000,143.91	19.13%
510 Coronavirus Relief Fund (CRF)	191,462.42	0.00	191,462.42	191,462.42	171.24	0.00	0.00	100.00%
516 IDEA-B	993,391.87	10,777.14	1,004,169.01	482,201.22	72,701.11	109,749.02	412,218.77	58.95%
572 Title I - Disadvantaged Children	323,411.59	0.00	323,411.59	310,475.99	102,619.43	179.96	12,755.64	96.06%
590 Title II-A - Improving Teacher Quality	154,801.54	0.00	154,801.54	114,535.44	24,853.15	4,350.00	35,916.10	76.80%
599 Miscellaneous Federal Grants	39,069.36	0.00	39,069.36	10,700.00	0.00	1,916.00	26,453.36	32.29%
Totals	\$61,687,339.31	\$1,247,300.86	\$62,934,640.17	\$59,287,251.23	\$5,594,101.26	\$1,437,457.96	\$ 2,209,930.98	96.49%

Nordonia Hills City School District



**Check Register for Checks > \$10,000
June 30, 2021**



ko 7/19/2021

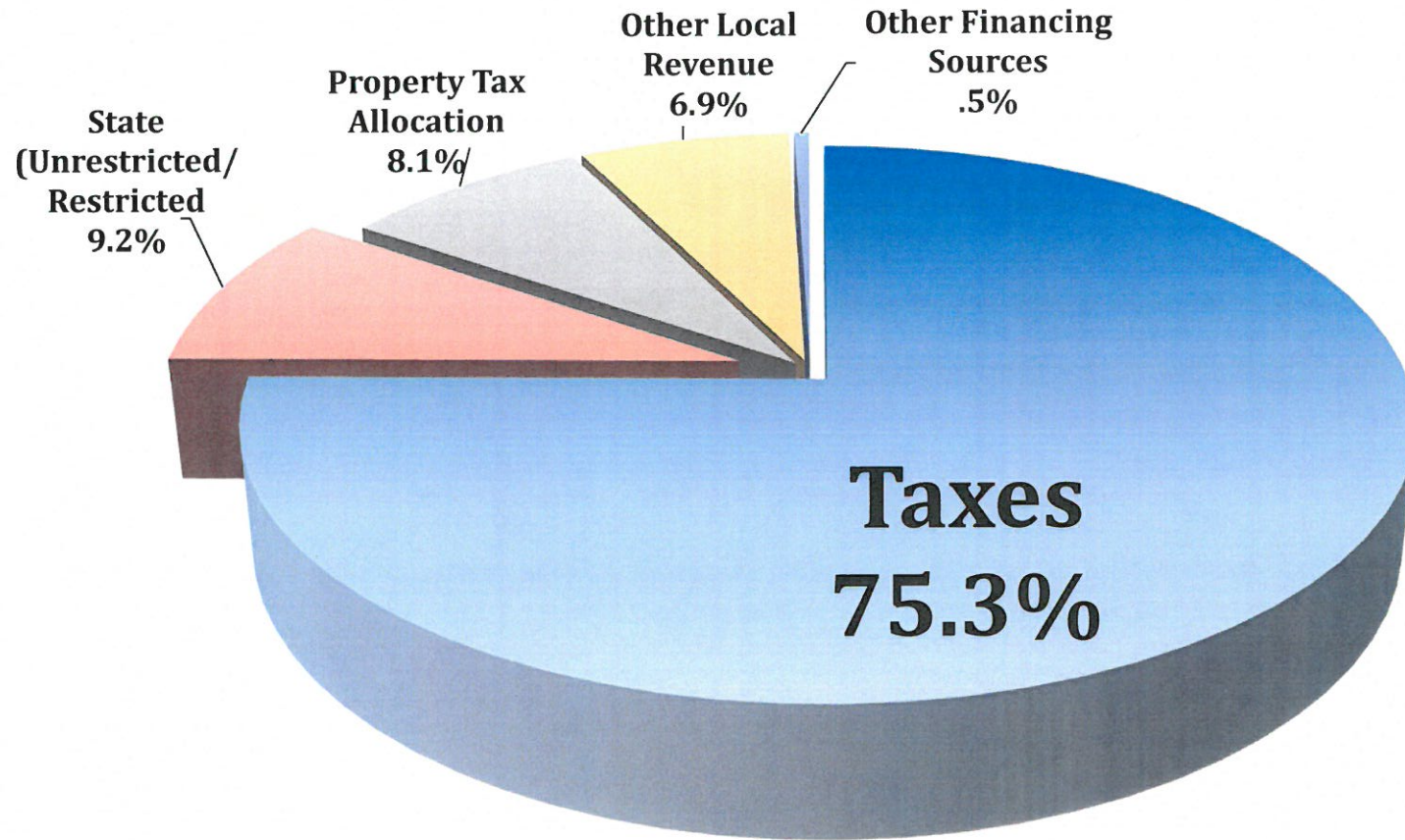
Vendor	Amount	Fund	Description
Petermann	\$375,429.76	001	Pupil Transportation Services
State Teachers Retirement System	\$189,253.10	001	Certified Retirement contributions
Field Turf USA Inc.	\$148,650.75	001	Synthetic Turf/High School Stadium
Nordonia Hills City Schools	\$146,246.22	001	Foundation Deductions
			Scholarships \$40,706.16
			Community Schools \$37,538.14
			College Credit Plus \$20,230.13
			SF-14 Tuition \$18,967.97
			PreSchool/Summit Cty. ESC \$12,065.66
			Open Enrollment \$7,995.62
			STEM \$5,175.52
			SF-14H Special Ed. Tuition \$2,792.37
			Other Adjustments \$774.65
Sendero Therapies, Inc.	\$72,242.74	001	Occupational therepay services
Akron Children's Hospital	\$35,434.90	001	Pupil Nursing services/clinic supplies
College Board	\$34,878.00	001	AP Exams
Suburban School Transportation	\$28,112.00	001	Special Ed. Pupil transportation services
Akron Children's Hospital	\$19,313.67	001	Pupil nursing services
Forecast 5 Analytics	\$18,352.00	001	Software Licensing costs for 2021-2022
D.O.S.S.S.	\$17,717.60	001	District sewer charges
Universal Oil	\$17,635.95	001	Diesel fuel/Unleaded fuel
Solutions Behavioral Consulting	\$17,150.00	001	Extended school year services
State Teachers Retirement System	\$17,056.92	001	Administrative retirement pick-up
ESC of Medina County	\$16,094.26	001	Behavior counseling/behavior technician
CDW-G Computer Centers Inc.	\$14,700.00	001	Bump Armor Stay in Case
Mid-Ohio Asphalt & Concrete	\$13,500.00	001	Regrade and repair asphalt
Ohio Edison	\$12,656.46	001	Electricity
Brindza, McIntyre & Seed LLP	\$12,309.65	001	Legal services
PEMCO Thermal	\$11,800.00	001	Thermal scan of roofs
Rachel Wixey & Associates	\$11,796.43	001	Teacher substitute services
Nordonia Hills City Schools	\$1,196,412.43	001/006	Payroll #2
Nordonia Hills City Schools	\$1,172,163.31	001/006	Payroll #1
Stark County ESC	\$702,908.58	001/006	Monthly insurance premiums
School Employees Retirement	\$82,312.00	001/006	Classified retirement contributions
Nordonia Hills City Schools	\$33,221.52	001/006	Board paid Medicare
Lora Hoffstetter & Counseling	\$13,250.00	001/467	Clinical counseling services
Lora Hoffstetter & Counseling	\$13,250.00	001/467	Clinical counseling services
Summit Ed. Service Center	\$14,838.95	001/507	Family Support Specialist/unemployment
Summit Ed. Service Center	\$176,205.42	001/507/516/572	Interpreter/Family Support/Tutors
Field Turf USA Inc.	\$224,567.95	004	Synthetic Turf/High School Stadium
Summit Ed. Service Center	\$243,854.37	401/516/572	ESC purchased services
Pledger M. Fedora	\$12,000.00	516	Orton Training for Staff

Educational Focus on Fiscal Year 2021

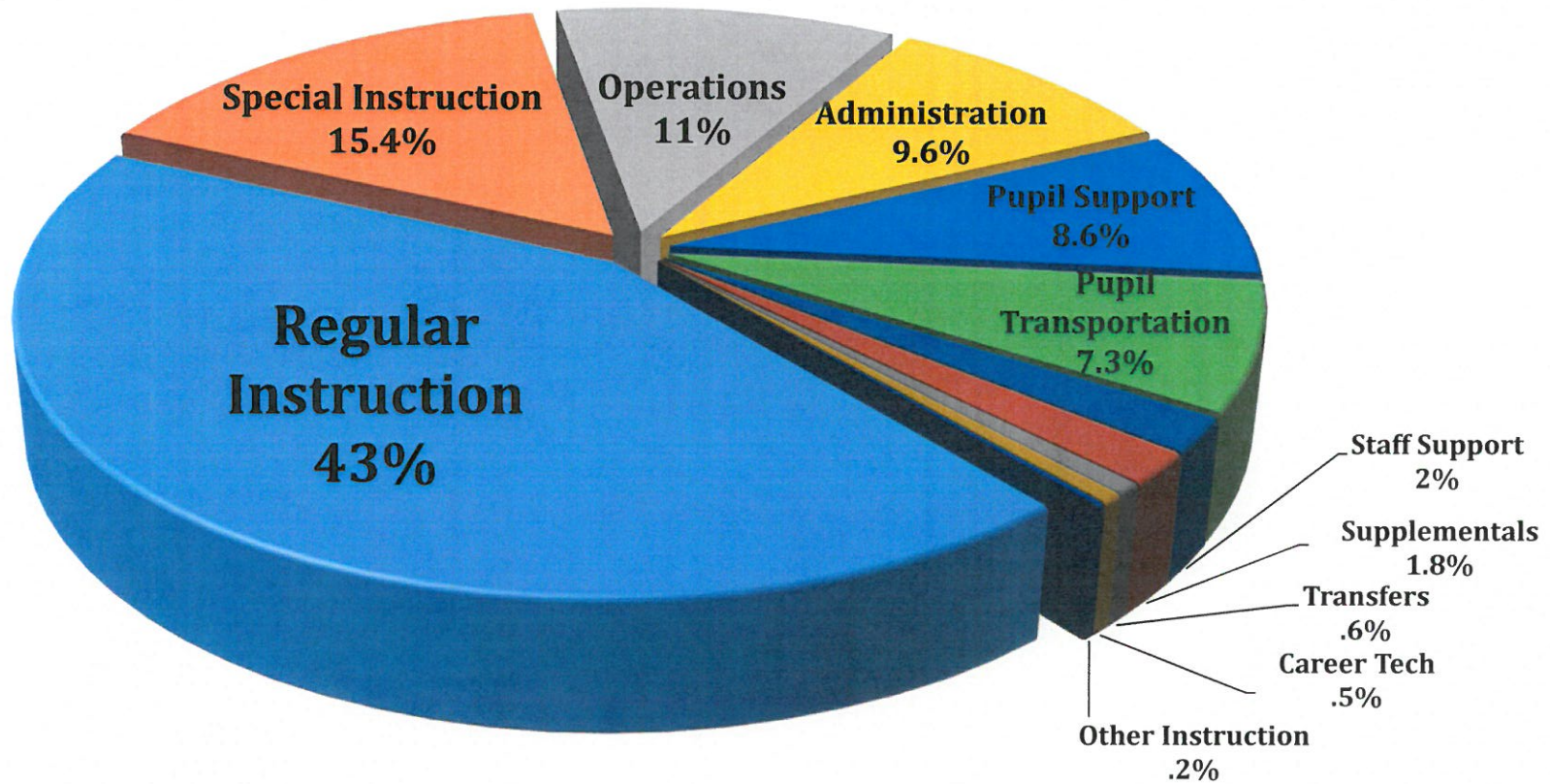


FINAL BOARD PRESENTATION
Prepared by: Karen E. Obratil, Treasurer/CFO
July 19, 2021

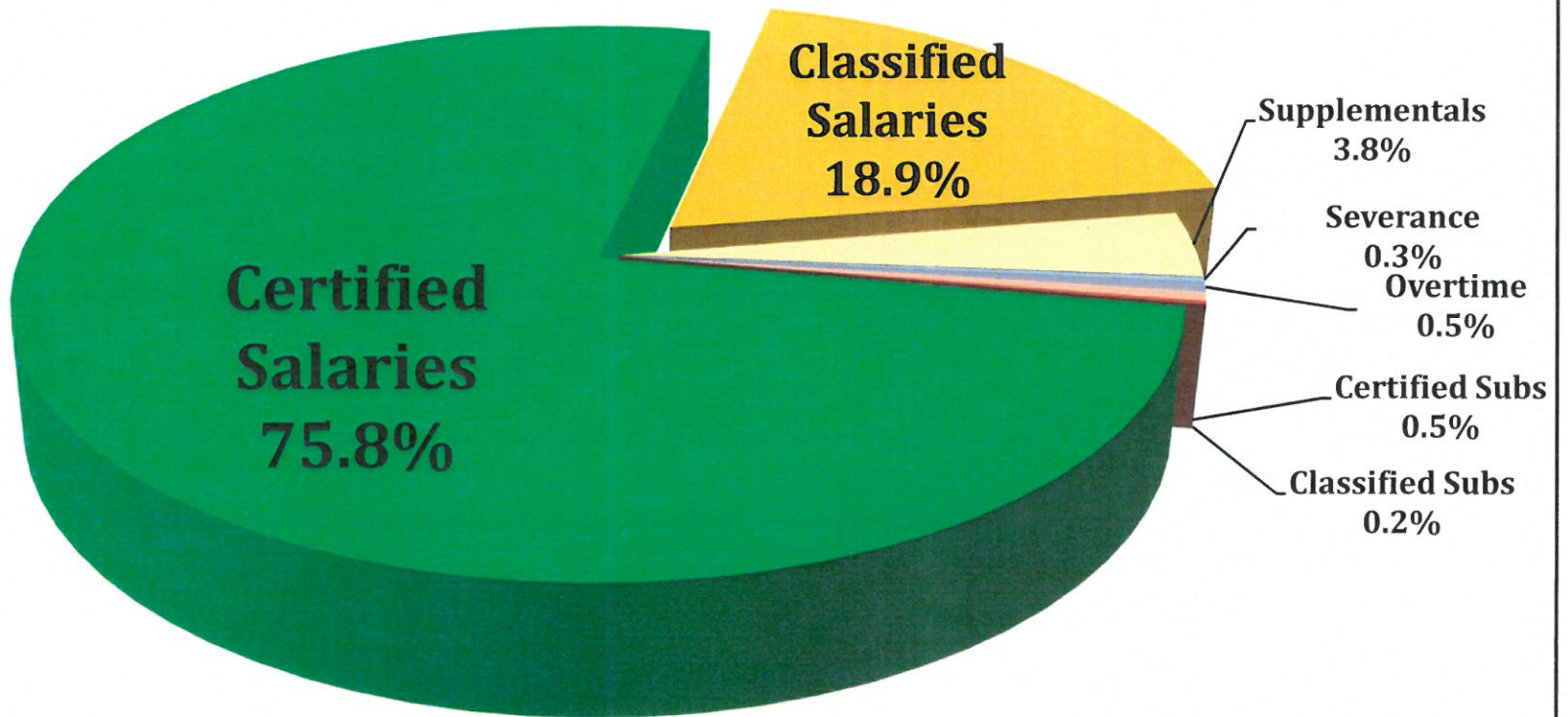
FY21 Revenue Recap = \$51.7M



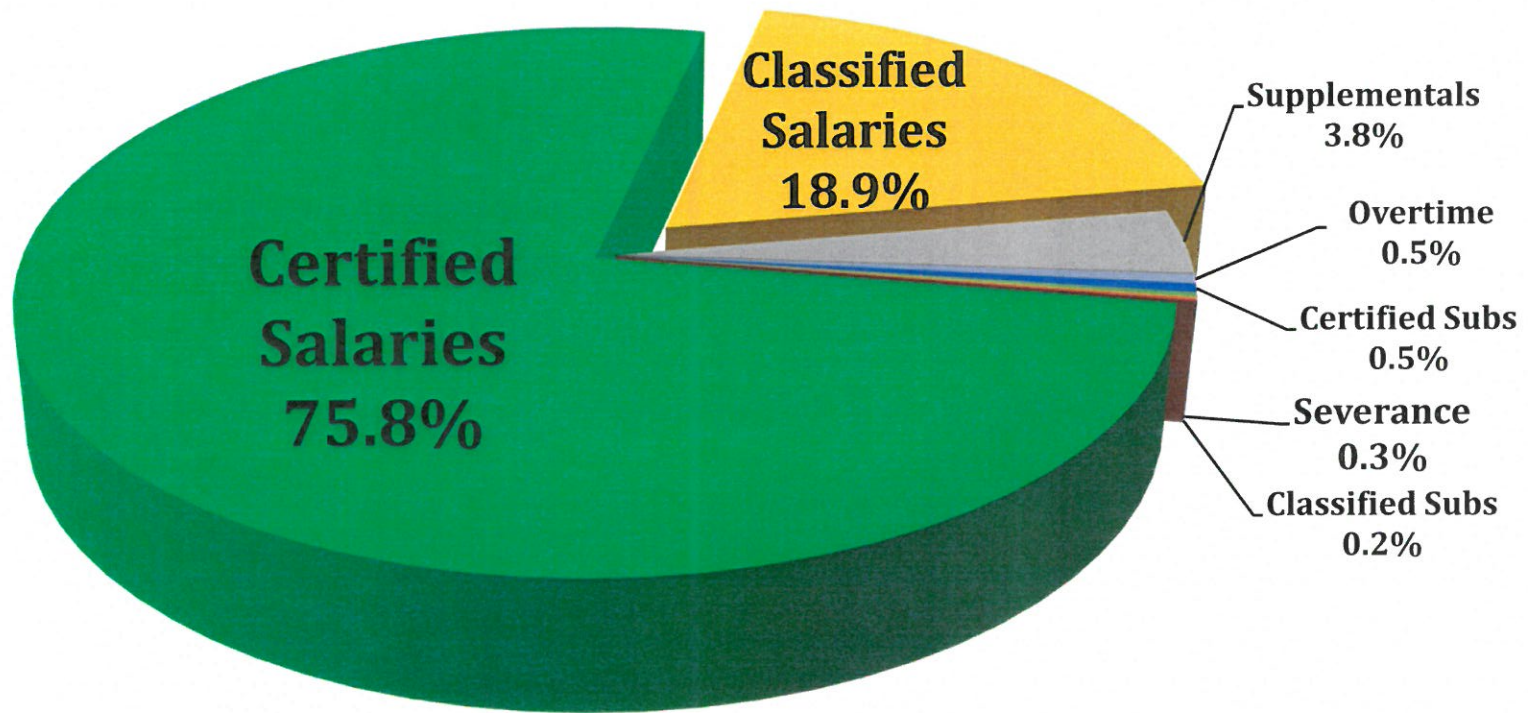
FY21 Expenditures by Function - \$52.2M



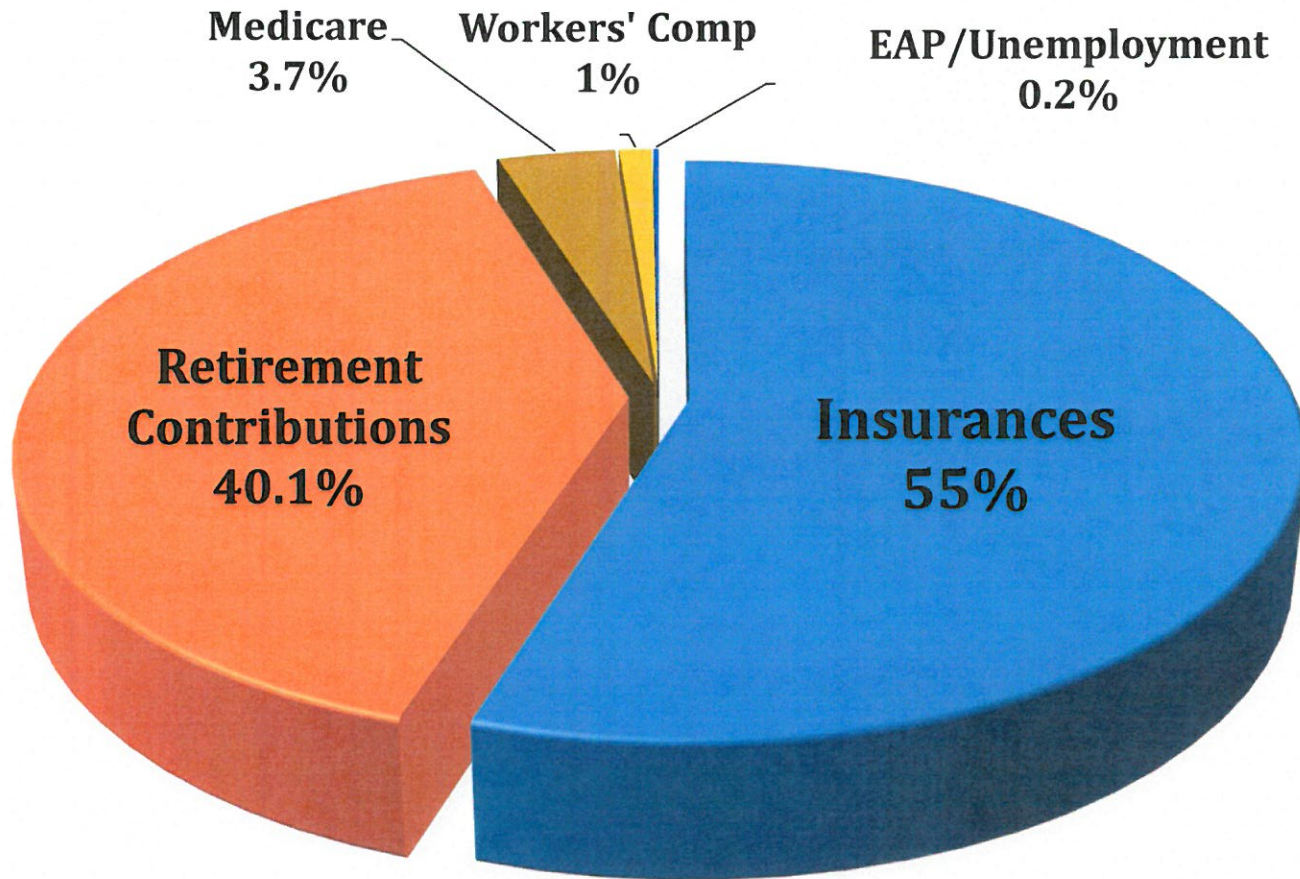
FY21 Expenditures by Object - \$52.2M



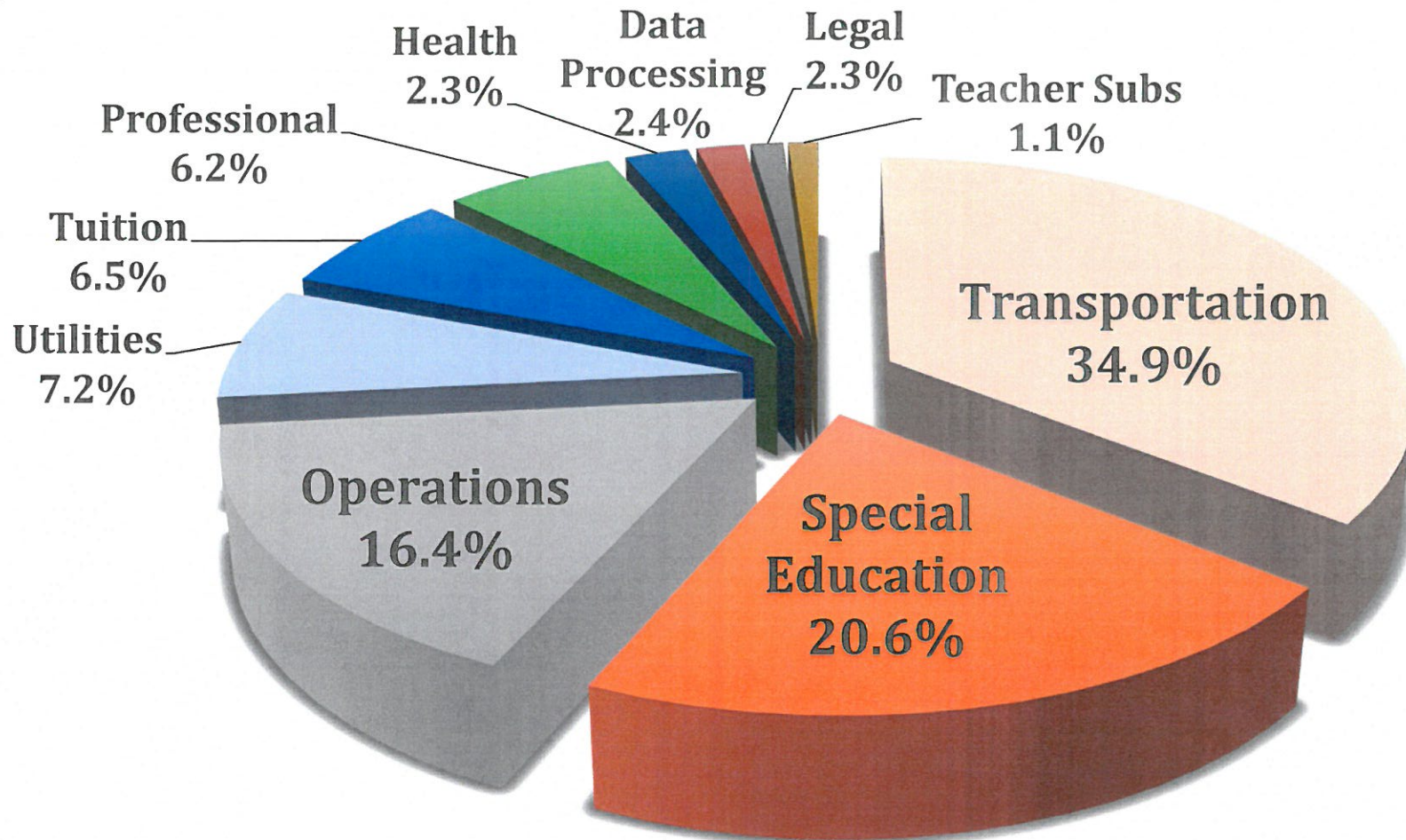
FY21 Salaries = \$27.6M



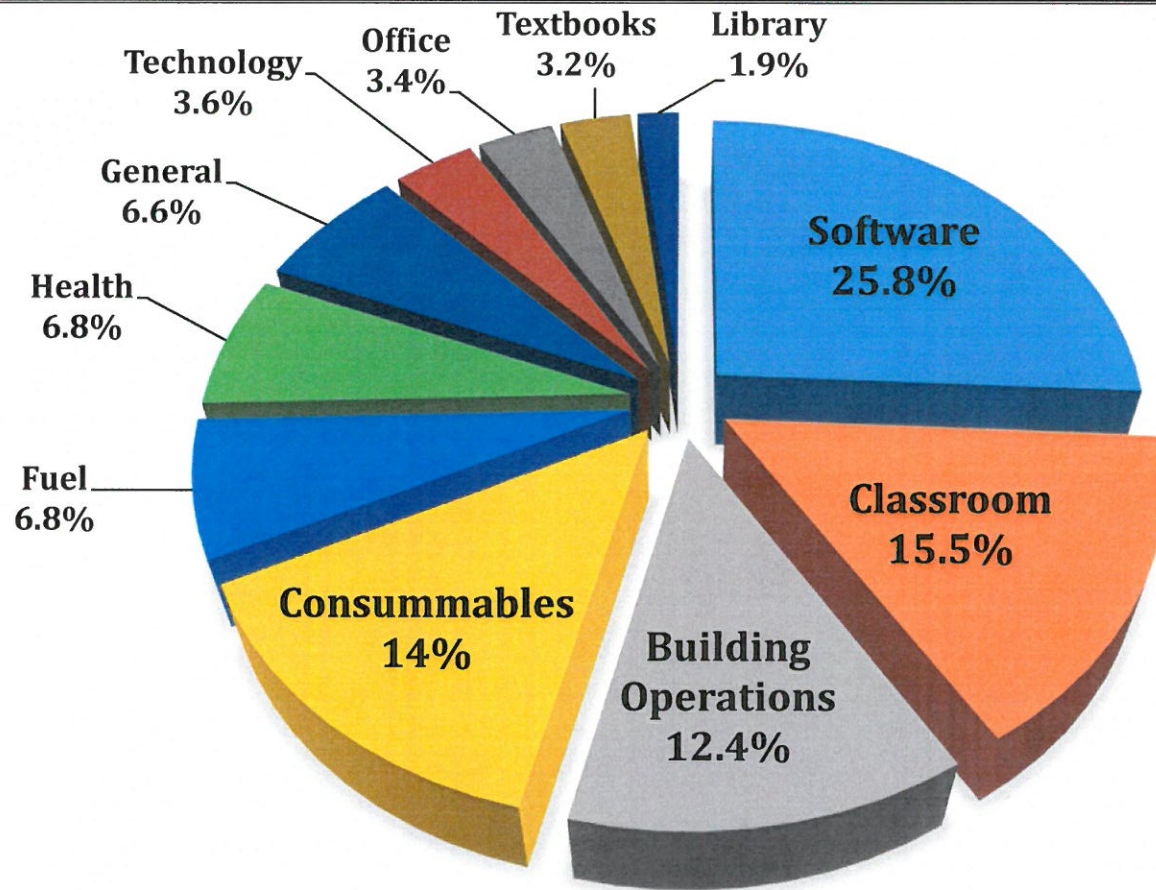
FY21 Benefits - \$10.5M



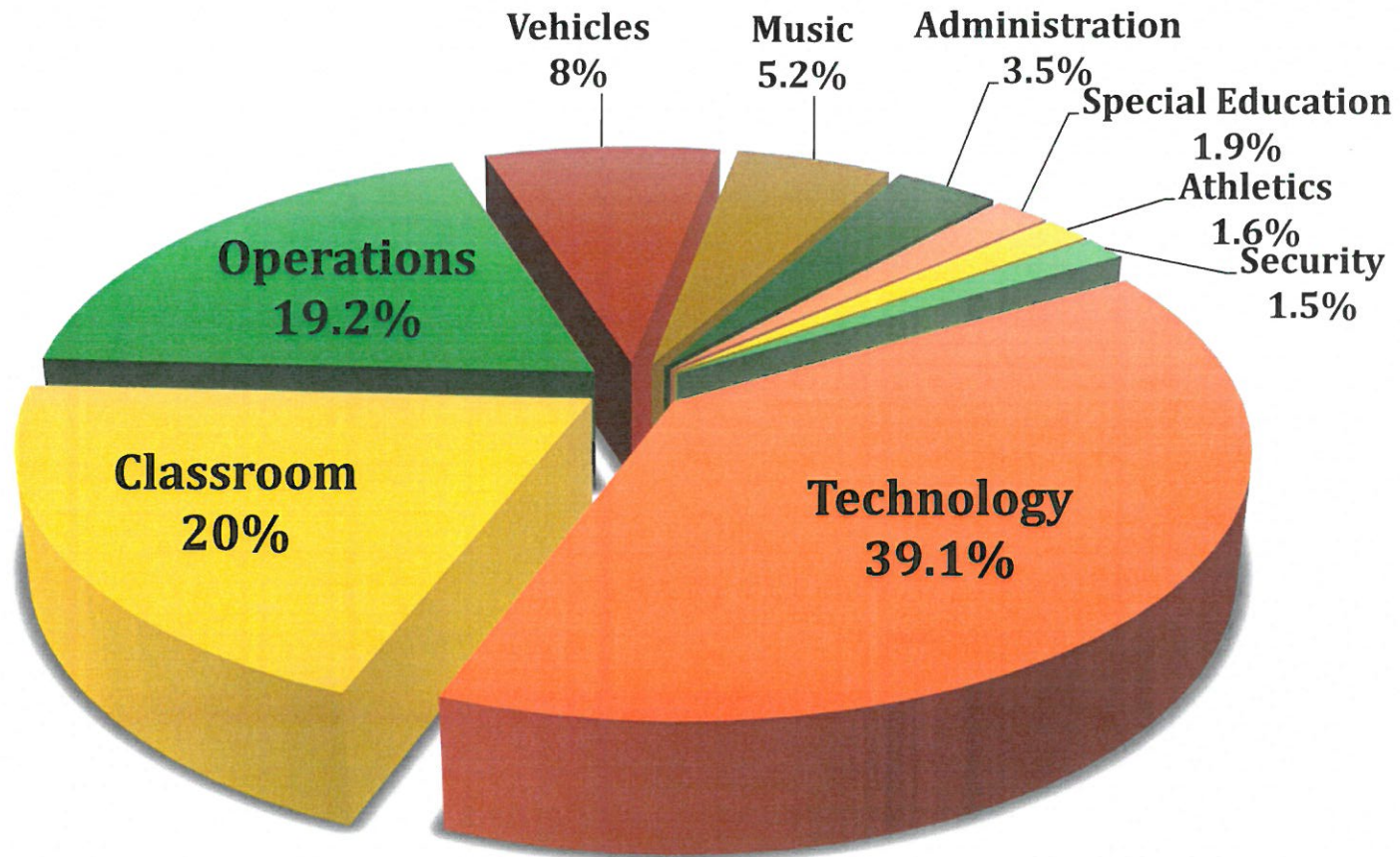
FY21 Services - \$10.1M



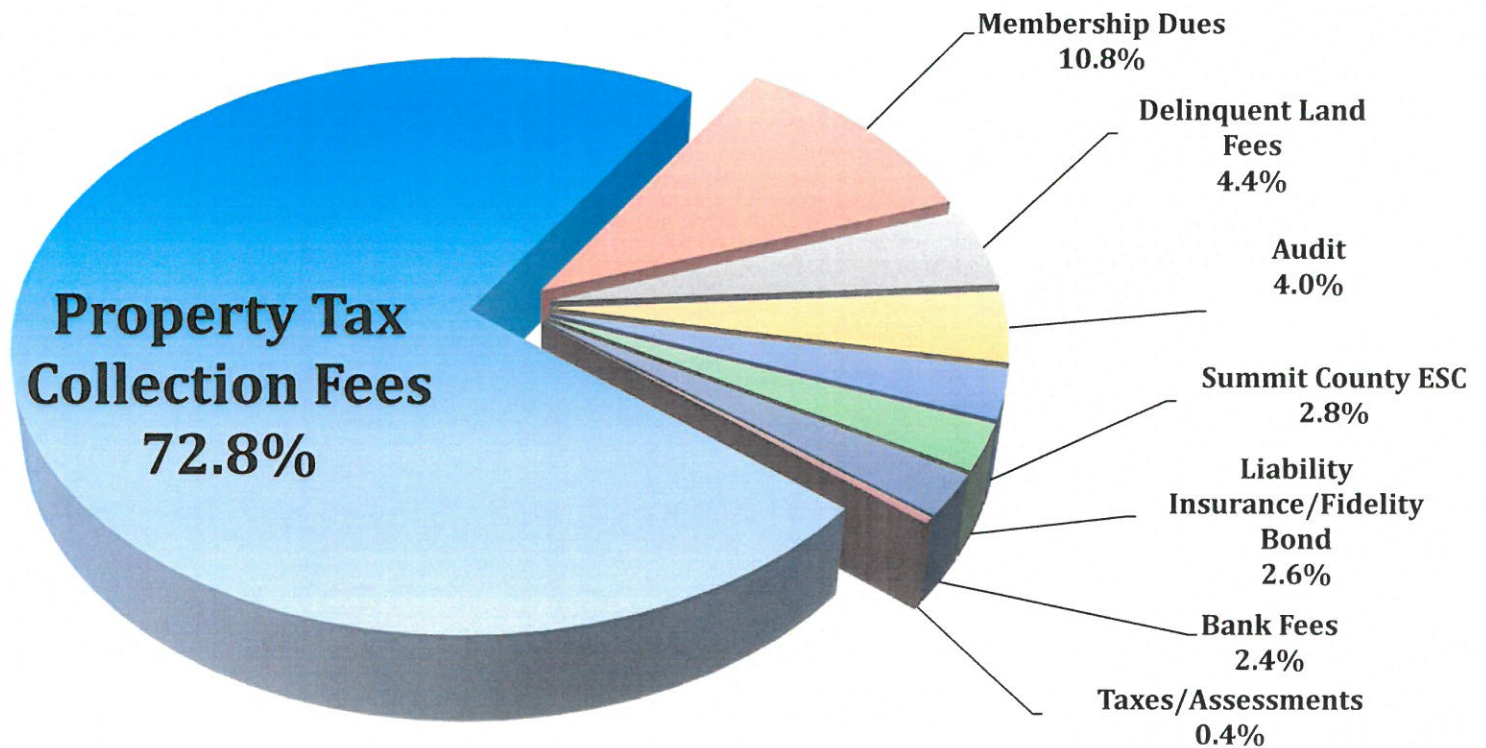
FY21 Supplies = \$1.7M



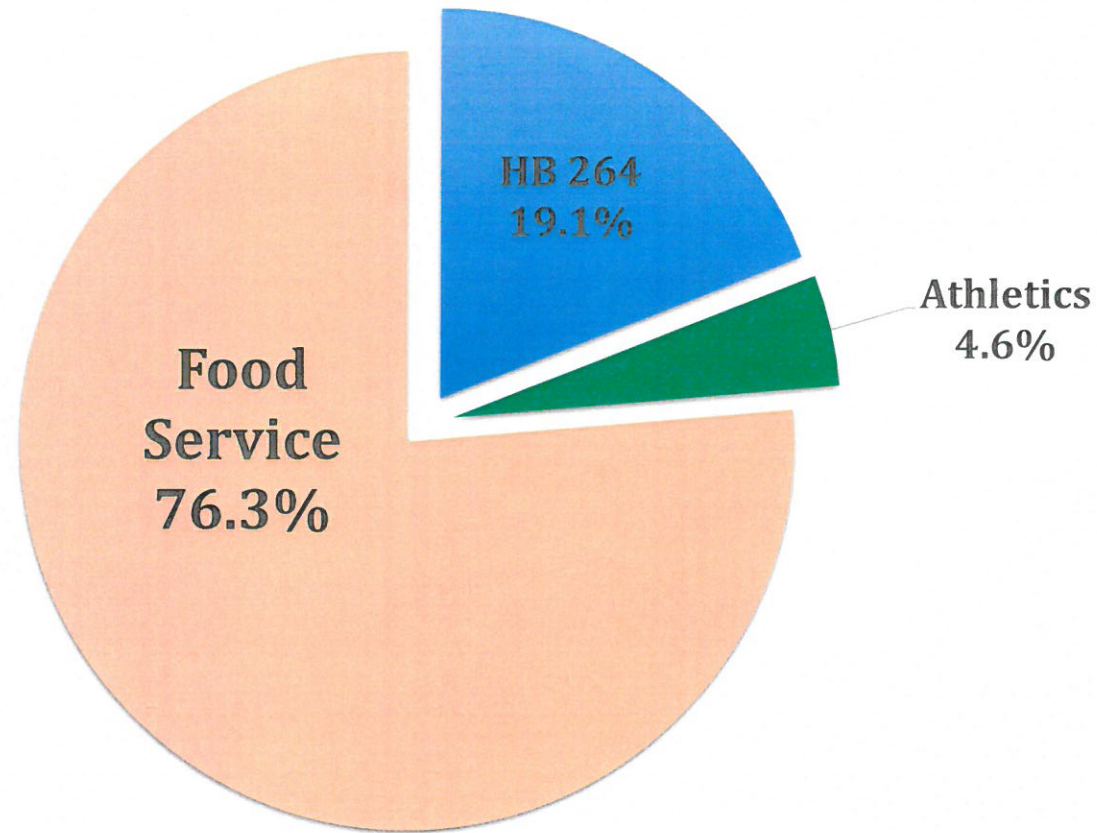
FY21 Capital Outlay = \$1.2M



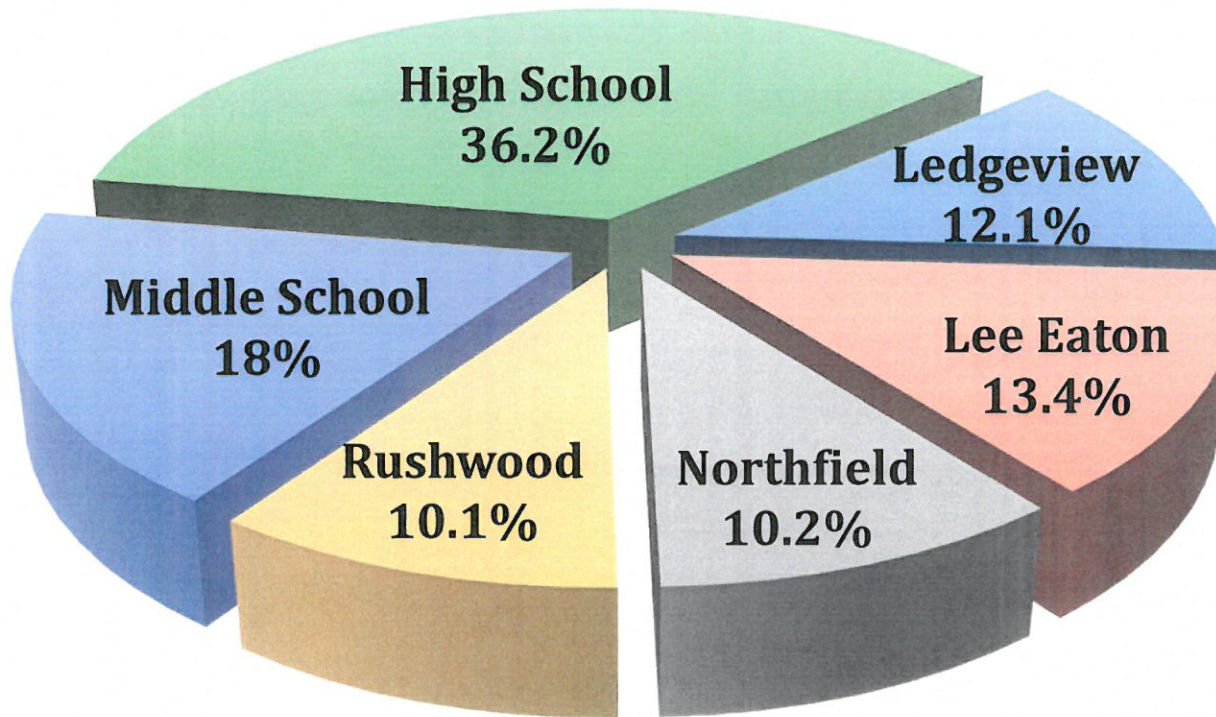
FY21 Other Objects = \$822K



FY21 Transfers - \$328K



Expenditures by School Building



**Includes all costs associated with school building:
salaries, benefits, utilities, repairs, building budgets.**

Expenditures by Building	
Ledgeview	4,483,485
Lee Eaton	5,008,403
Northfield	3,772,738
Rushwood	3,742,090
Middle School	6,668,634
High School	13,438,858
Totals by Building	\$37,114,208

Fiscal



Year

2021

**How did the District's General
Operating Fund stack up?**

FY21 Forecast Compare – Revenue

REVENUE	May Update	June FINAL	Change
General Property Tax (Real Estate)	\$35,731,759	\$35,731,759	\$0
Tangible Personal Property Tax	3,190,252	3,190,252	0
Unrestricted State Grants-in-Aid	4,710,094	4,687,552	(22,542)
Restricted Grants-in-Aid	71,805	84,158	12,353
Property Tax Allocation	4,391,704	4,192,324	(199,380)
All Other Revenue	3,529,999	3,567,158	37,159
Total Revenues	51,625,613	51,453,203	(172,410)
Other Financing Sources			
Total Other Financing Sources	256,634	264,921	8,287
Total Revenues & Other Financing Sources	\$51,882,247	\$51,718,124	(\$164,123)

FY21 Forecast Compare - Expenditures

EXPENDITURES	May Update	June FINAL	Change
Personal Services	\$27,740,014	\$27,587,483	(\$152,531)
Employees' Retirement/Insurance Benefits	10,640,043	10,497,670	(\$142,373)
Purchased Services	10,725,000	10,091,160	(\$633,840)
Supplies and Materials	1,907,342	1,727,592	(\$179,750)
Capital Outlay	1,045,001	1,160,813	\$115,812
Other Objects	840,500	821,873	(\$18,627)
Total Expenditures	52,897,900	51,886,591	(1,011,309)
Other Financing Uses			
Total Other Financing Uses	277,528	327,528	50,000
Total Expenditures & Other Financing Uses	\$53,175,428	\$52,214,119	(\$961,309)

FY21 Forecast Compare – Bottom Line Unreserved Cash Balance – June 30

	May Update	June FINAL	Change
Excess of Revenues (under) Expenditures	(\$1,293,181)	(\$495,995)	\$797,186
Cash Balance - July 1	15,095,534	15,095,534	
Cash Balance - June 30	13,802,353	14,599,539	797,186
Estimated Encumbrances	750,000	1,179,794	429,794
Unreserved Fund Balance - June 30	\$13,052,353	\$13,419,745	\$367,392

Saying “FAREWELL” to Nordonia Hills
It has been a great 9 years
Thanks for the Opportunity to Serve!!!!
Karen E. Obratil, Treasurer/CFO



SUMMIT EDUCATIONAL SERVICE CENTER AUXILIARY SERVICES AGREEMENT

This AGREEMENT is entered into this 4 day of March 2021, between **St. Barnabas Catholic School** (hereinafter referred to as the "Auxiliary School")/**Nordonia Hills City School District** (Fiscal Agent) and the **Summit Educational Service Center Governing Board**, Cuyahoga Falls, Ohio (hereinafter referred to as the "ESC Board").

The ESC Board shall provide the following auxiliary services personnel (hereinafter referred to as "the Service") to be reimbursed in full from funding sources held by the affiliated public-school district, or other auxiliary school source of funds on receipt of invoice.

1. The ESC Board shall provide employment services during the **2021-22** school year, at the cost of salary and fringe benefits, plus any other costs as defined in paragraph 3 and paragraph 4 below, incurred in the employment of the individual(s) upon written request of the District Superintendent or Designee.
2. The ESC Board shall hire and pay an individual to provide the Service (hereinafter referred to as "the Service Provider"). The salary or wage rate to be paid to the Service Provider by the ESC Board shall be agreed upon between the auxiliary school and the ESC Board, and the auxiliary school shall reimburse the ESC Board for said compensation by the end of the term indicated above in paragraph 1.
3. The ESC Board shall provide the Service Provider any and all fringe benefits – including, but not limited to, vacation leave, vacation credit, vacation credit compensation, sick leave, severance, paid holiday, personal, and any other fringe benefit provided by the ESC Board – for which the Service Provider qualifies under ESC Board policies as may be amended from time to time, ESC Board administrative guidelines as may be amended from time to time, any and all applicable ESC Board job description(s) as may be amended from time to time, any and all employment contracts as may be amended from time to time, and any and all applicable state and federal laws.
4. The Auxiliary School and/or the Public School District shall promptly reimburse the ESC Board from any available funds for any and all fringe benefits – including, but not limited to, vacation leave, vacation credit, vacations credit compensation, sick leave, paid holiday leave, personal leave, severance, unemployment compensation and any other fringe benefit provided by the ESC Board – paid by the ESC Board to the Service Provider or incurred by the ESC Board in connection with the provision of the Service. The Auxiliary School shall pay a fiscal fee of 9% of the ESC's cost to provide said service(s).
5. The ESC Board shall reimburse the Service Provider at the then-current IRS rate for mileage expenses of regular travel incurred while providing the Service to the Auxiliary School, in accordance with ESC policy and as approved by the Superintendent; and the Auxiliary School shall reimburse the ESC Board for said reimbursement.
6. The ESC Board shall assign the Service Provider exclusively to the Auxiliary School during the term specified in paragraph 1, above.

7. The Auxiliary School shall provide all supplies, materials, equipment, clerical support, staff development and workspace for the Service Provider. The need for such items shall be determined by the Auxiliary School.
8. The Auxiliary School shall pay any legal expenses incurred by either party as a result of the arrangement envisioned by this Agreement, including but not limited to claims or causes of action asserted by: 1) the Service Provider, for instance in connection with his/her employment, 2) a parent, for instance in connection with the adequacy of services provided to his/her child; and/or 3) another individual or entity that is not a party to this Agreement. However, the Auxiliary School shall pay only its own legal expenses when such legal expenses are the result of a claim or cause of action asserted by the Auxiliary School against the ESC Board or by the ESC Board against the Auxiliary School.
9. The Summit ESC shall supervise the Service Provider in the provision of the Service and shall evaluate the Service Provider in accordance with Section 3319.11 Ohio Revised Code and the policies of the ESC unless otherwise requested.
10. The Auxiliary School shall determine the work schedule and work rules of the Service Provider.
11. The Service Provider shall follow the ESC Board policies concerning wage and benefits.
12. The Service Provider shall follow the work rules established by the Auxiliary School, including but not limited to, reporting procedures and working conditions.
13. The Service Provider shall follow the Auxiliary School's policies with respect to calamity days.
14. The Service Provider shall report times worked in the manner prescribed by the Auxiliary School and the ESC Board and complete the necessary ESC Board forms when necessary.
15. The Service Provider agrees that in the event that the federal, state and local contracts under which the Summit Educational Service Center operates do not receive funding, the ESC Board shall be entitled to be released from the obligations of this contract upon written notice to the Auxiliary School. Said notice shall be in writing and sent by certified mail, return receipt requested.

St. Barnabas Catholic School
(Auxiliary School)

By: *Elena Pantanelli*
 Title: Principal
 Date: 3/4/2021

Summit Educational Service Center
Governing Board

By: _____
 Title: President of ESC Governing Board
 Date: _____

Nordonia Hills City School District
(Fiscal Agent)

By: _____
 Title: _____
 Date: _____

By: _____
 Title: Treasurer of ESC Governing Board
 Date: _____

Petty Cash Funds

Pursuant to Board Policy #6620, the following petty cash funds are established for the 2021-2022 school year with a per item limit of \$20.00. These funds will be used only for minor expenditures. No petty cash fund may be used to circumvent the purchasing procedures required by law and Board policies. Petty cash funds are subject to random audit throughout the school year.

<u>Amount</u>	<u>Building</u>	<u>Custodian</u>
\$100.00	Ledgeview Elementary	Building Administrative Assistant
\$100.00	Northfield Elementary	Building Administrative Assistant
\$100.00	Rushwood Elementary	Building Administrative Assistant
\$100.00	Lee Eaton Elementary	Building Administrative Assistant
\$200.00	Treasurer's Office	Executive Assistant to the Treasurer
\$150.00	Middle School	Bookkeeper
\$150.00	High School	Bookkeeper

Change Funds

The following change funds are established for the 2021-2022 school year as start-up money. Change funds cannot be used for petty cash reimbursements. Change funds must remain intact throughout the school year. Change funds are subject to random audit throughout the school year.

<u>Amount</u>	<u>Building</u>	<u>Custodian</u>
\$500.00	High School Student Activities	Bookkeeper
\$300.00	High School Cafeteria	HS Cafeteria Manager
\$200.00	Middle School Cafeteria	MS Cafeteria Manager
\$35.00	Lee Eaton Cafeteria	LE Cafeteria Manager
\$20.00	Ledgeview Cafeteria	LV Cafeteria Manager
\$20.00	Northfield Cafeteria	NF Cafeteria Manager
\$20.00	Rushwood Cafeteria	RW Cafeteria Manager
\$2,000.00	High School Athletic Gate	High School A.D.

7/19/2021

Certificate of Transition from Outgoing School District Treasurer/CFO

July 30, 2021

Matthew Brown, Incoming Treasurer
Nordonia Hills City School District
Summit County
9370 Olde Eight Road
Northfield, OH 44067

In accordance with Ohio Revised Code (ORC) Sections 117,171 and 3313.28, I, Karen E. Obratil, Outgoing Treasurer/CFO, have prepared this Certificate of Transition before leaving office as Treasurer/CFO to the Board of Education (the "Board") of the Nordonia Hills City School District, Summit County. This certificate contains an inventory of items and other information, which is my responsibility to provide to my successor as the incoming Treasurer/CFO.

Due to security concerns and internal control measures of the School District, any passwords or pins to School District accounts are not included in the information listed below. Upon assuming the position, you should follow the policies and guidelines of the Board and contact the financial institutions to transfer accounts.

Before leaving office, I have provided the following items, documents or access, which are under my purview as Treasurer/CFO of the School District.

___ Keys or other physical access to all offices, vehicles, and other property including access to parking and/or other restricted access credentials as well as any other public assets in my possession and under my purview. **See business office to obtain an access badge for Central Office. Keys I am returning are to the front door of Central Office, offices on the third floor, treasurer's office and Northfield Elementary School.**

___ List of all credit, debit, purchasing/procurement cards as well as a list of any other authorized users. **All cards are located in the treasurer's office safe. (Administrative Assistant has the combination.) District has two master cards (one for the superintendent and one for the treasurer/CFO). In order to use the cards, a form is required to be completed prior to receiving the card indicating the purpose of the purchase, P.O. number, amount, and when the card will be returned. All of the buildings have access to a Giant Eagle credit card and the Advantage Card. (A P.O. is required.) A SAM's Club card is also in the safe and can be signed out by district staff members.**

___ **List of attorneys used by the district**

Pepple and Waggoner: Negotiations, employment issues, business issues

Brindza, MacIntyre & Seed (Bob Brindza): Property valuation challenges and tax settlements

Walter Haverfield: Special Education issues

Squire, Patton & Boggs (Ryan Callender): Levies and Bond Proceedings

___ List of all systems utilized, including accounting and inventory systems, the directions to access them. **Fiscal software managed by NEOnet is eFP (eFinance Plus). A form would need to be completed providing you access to the software. Prior to my departure, I will complete a form deleting my access and sending it to NEOnet. Treasurer would also need access to Reflections (State software) for prior year financial information.**

___ List of all bank and investment accounts, including bank reconciliations and accompanying support, as well as the related signatories associated with these accounts, and any other related external systems. **Huntington Bank: General operating, payroll and fee accounts. All bank reconciliations are in the assistant treasurer's office (all bank statements, check registers, receipts and support documentation). Investments are managed by Ryan Nelson, RedTree Investments. Investment statements are located in notebook "Investments" and are part of the reconciliation documentation.**

___ List of any cash and checks, including petty cash accounts and change funds (cash on hand). **All petty cash accounts and change funds are closed out at June 30 and not reopened until August.**

___ List of statutory filings, notifications and any other statutorily required responsibilities.

PCR for federal grants need to be requested when funds are expended.

FER for all federal grants is due September 30, 2021

FY22 Permanent Appropriations must be approved by Board at September meeting.

Five-Year Financial Forecast must be approved by the Board by November 30, 2021

FER for auxiliary services is due November 15, 2021.

___ If not posted to the School District's website, copies of current School District policies adopted by the Board, as well as any collective bargaining agreements.

Board policies are on the district's website, under Board.

Collective bargaining agreements on top of credenza in the left two drawers. All prior collective bargaining agreements in the large drawer on the right side of credenza.

___ Organizational charts and position descriptions/responsibilities for all personnel of the Treasurer/CFO's office. **Job descriptions can be found in left drawer of credenza.**

___ List of current leases, contracts, outstanding loans and advances, debt schedules, continuing disclosure obligations, lines of credit, State and Federal grant agreements, and other agreements.

Debt schedules in file cabinet behind desk on left bottom drawer.

Federal grant budgets, PCRs and FERs in the Grants Federal notebook.

State grant budgets, PCRs and FERs in the Grants Other notebook.

Continuing disclosure is no longer required for the debt payments.

Pupil transportation contracts in Petermann notebook.

___ **List of grants managed by the Treasurer 2021**

In CCIP, ESSER I (fund 507/9921)

Consolidated: IDEA-B (fund 516/9921), Title I (fund 572/9921), Title II-A (fund

590/9921), Title IV-A (fund 599/9921), Expanding Opportunities for Each Child Non-

Competitive (fund 572/9821)

Title III (Language Instruction for English Learners) and Early Childhood Special Education (ECSE) for preschool are done through the consortium at Summit ESC
Parent Mentor (fund 499/9921)
Broadband Connectivity (510/9821)
CRF - Suburban SD (510/9921)
Parent Mentor Project Supplemental (fund 516/9821)
Diversifying the Education Profession (fund 590/9821)
Auxiliary services for St. Barnabas (fund 401/9220)

___ **Federal grant budgets are approved by the treasurer and the budgets are input into the computer system. Federal grant accounts are set up each year using a unique special cost center.**

___ **List of grants managed by the treasurer for 2022**
In CCIP, ESSER II (fund 507/9822), ESSER III (fund 507/9823)
Consolidated: IDEA-B (fund 516/9922); Title I (fund 572/9922), Title II-A (fund 590/9922), Title IV-A (fund 599/9922)

___ **All budgetary documents including budgets, certificates or amended certificates of estimated resources and appropriations, past audits and management letters, and copies of budget commission filings. Appropriation resolutions, amended certificates of estimated resources and tax settlements can be found in the Summit Fiscal notebook on top of file cabinets.**

___ **List of pending correspondence pertaining to the Treasurer/CFO's office requiring immediate attention**

___ **Any other records pertaining to the operation of the office.**

___ **PaySchools - On-line payment system for parents. If parents use a credit card, there is a 3.9% processing fee attached. If parents pay by ACH, the fee is \$1.75 but there is a 7 to 10-day delay in receipt of payment.**

___ **Petermann is the pupil transportation management company responsible for all bus drivers, aides and mechanics. Most of the school buses used are owned by Petermann. The district is responsible for the fuel costs.**

___ **Wixey & Associates is the teacher substitutes management company. Reports are sent to treasurer every two weeks for payment and tracking on spreadsheet in Wixey notebook.**

___ **Local Government Services Division of State Auditor's office - There is a new team for the FY21 GAAP conversion (Timothy Lintner and Lori Chismar). Treasurer prepares the transmittal letter, updates the stat tables, notes to the financial statements and Management, Discussion and Analysis and all relevant financial information.**

___ **State Auditors conduct the annual audit. Karol Petro is the lead auditor.**

___ Stark County Council of Governments (COG) manages the district's benefits through Medical Mutual for medical, dental, vision and life insurances. District benefits are managed by administrative assistant (enrollments, ACA compliance, changes and employee questions).

___ Payroll: All salaries are spread paid over 24 pays per negotiated agreements.
Calculation for classified employees: Hours x rate of pay x days in contract

___ First pay for 2021-2022 contract year

- Full Year Employees - July 30
- Administrators - August 30
- Remaining classified employees - September 15.
- Teachers - September 15

___ Pay changes are prepared by Payroll Coordinator and verified by Treasurer for all employees who start after the beginning of the school year. Any employee on long term leave also requires a pay change form.

___ Educational changes for teachers: Transcripts are verified by superintendent's office and submitted to Board for approval.

- October changes are retroactive to the start of the school year.
- February changes are retroactive to February 1 and must be manually calculated. Pay change calculation example is in Staff notebook.

___ Payroll steps in eFP - There is no step 0 in eFP but there is a step 0 in the negotiated agreements. Therefore, employees receive their salary notice with their step in the contract as well as the step in eFP. Salary is based on step in negotiated agreement.

___ Supplementals are managed by the treasurer. There is a spreadsheet showing the actual step for each person and position which takes into account the three year pay freezes.

Year-long supplementals are paid over 24 pays.

Seasonal supplementals are spread as follows:

Fall: 4 pays (August - November)

Winter: 5 pays (November - March)

Spring: 4 pays (March - June)

___ Department chairs are paid based on the number of teachers in their discipline (4% of base for three teachers and one percent for each additional teacher) not to exceed 10%. Fine arts department includes art, music and life skills teachers.

___ Extended days for counselors, psychologists, speech & language pathologists and educational media coordinator are paid their daily rate based on timesheet submitted indicating the days actually worked.

___ Treasurer's staff timesheets: Three of the seven staff members are part of the OAPSE union and are required to complete electronic timesheets. On the due date for first approver, the Treasurer approves the timesheet for accounts payable/payroll. On the due

date for the second approver, the Treasurer approves the timesheet for clerks at the middle school and high school. In addition, the absences require reconciling in the system.

___ Direct deposit forms are input by the Payroll Coordinator and verified by Treasurer.

___ Salary notices are prepared and distributed by Accounts Payable/Payroll. To ensure accuracy, the Treasurer manages the salary spreadsheets with appropriate information for the notices for all employees as well as supplemental contracts.

___ Treasurer budgets are designated by an 020 job in eFP. In addition, the treasurer manages the budget for all salaries and benefits for the general operating fund. A spreadsheet is managed by the Treasurer of all employee salaries including supplementals.

___ All budget transfers are approved by Treasurer through eFP.

___ Accounts payable checks are processed on Thursdays and a report is submitted to Treasurer for approval of checks processed, Huntington positive pay and Bonefish verification.

___ Athletic checks are processed on Tuesdays and a report is submitted to Treasurer for approval of checks processed, Huntington positive pay and Bonefish vendor verification.

___ Requisitions are reviewed and approved through eFP by the Treasurer throughout the day.

___ Absent management system and time management system will be Red Rover beginning July 1, 2021. Previously done through Aesop and Veritime (Frontline Technologies).

___ Treasurer is the public records officer for the district for all financial records. Pupil Services Director is the public records officer for all student records.

___ Records Retention Schedule - public records are boxed, labeled and contents identified with a bar code and stored at Access in Brecksville. The district keeps the current year and prior fiscal year records on site in file drawers. Schedule is in notebook "Records".

___ All financial board agenda items are submitted to the superintendent's office for inclusion in the board agenda by the Friday prior to the Board meeting. The Treasurer recaps the motions and pertinent information through Board Paq. Once contracts are signed by the Board President, they are copied and placed in the Board minute book housed in the Treasurer's office.

___ Once the books are closed for the month, the financial reports and presentations are prepared by the Treasurer. The reports are in two notebooks marked "Board Reports". The Treasurer reviews the monthly bank reconciliation packet and signs off on all the bank statements and receipts.

___ FY21 Final Appropriations and Revised Amended Certificate of Estimated Resources approved by the Board at the June board meeting are filed with the Summit County Fiscal Office Josh Brickner is the district's liaison.

___ Revised Amended Certificate of Estimated Resources shows the changes to the revenue for FY21. There is a summary form showing the changes in revenue for each of the funds. This form is signed by the Treasurer.

___ FY21 Balances and Encumbrances are submitted to the Summit County Fiscal office once the books are balanced and closed for the fiscal year.

___ FY22 Temporary Appropriations approved by the Board at the June meeting. All general fund budgets for everything other than salaries and benefits were submitted by the administrators. Salaries and benefits were entered for the first three months of the new fiscal year.

___ FY22 Revised Amended Certificate of Estimated Resources is prepared based on the FY22 certificate received from the County fiscal office after the tax budget is approved.

___ HB264 debt obligation is a general fund obligation and requires a transfer of funds from the General Fund to the Debt Service Fund (002/9119) in September. The entire amount o

___ All books and papers in the Treasurer/CFO's possession belonging to the district as required by ORC Section 3313.28.

My signature below represents my certification the information provided is complete and accurate to the best of my knowledge.

Karen E. Obratil, Outgoing Treasurer/CFO

Date: _____

My signature below acknowledges receipt of the items and other information identified in this letter of representation.

Matthew Brown, Incoming Treasurer

Date: _____