

RECORD OF PROCEEDINGS

MINUTES OF THE WILLOUGHBY-EASTLAKE CITY SCHOOL DISTRICT BOARD OF EDUCATION MEETING

The regular meeting of the Board of Education of the Willoughby-Eastlake City School District was held Monday, **February 4, 2013** at 7:00 p.m. in the Kennedy Community School located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Paul Brickner, Dan Hoffman, Sharon Scott, and Margaret Warner.

The meeting was called to order and the pledge of allegiance was given.

Approval of Minutes of January 14, and January 25, 2013.

R-13-05

It was moved by Mrs. Scott and seconded by Mr. Hoffman to Approve the Minutes of January 14, and January 25, 2013.

On a call of the roll, the following vote was cast: 4 Yes Votes. Motion carried.

TREASURER'S REPORT

A. Financial Report for Month Ending December 31, 2012 **Exhibit A**

B. Amended Permanent Appropriations

Be it resolved upon the recommendation of the Superintendent and Treasurer the Amended Permanent Appropriations be approved. **Exhibit B**

C. The Treasurer presented and recommended the Board approve A Resolution Determining To Proceed With The Submission To The Electors Of Willoughby-Eastlake City School District The Question Of The Renewal Of An Existing Tax Levy, Pursuant To Sections 5705.194 Through 5705.197 Of The Revised Code. **Exhibit C**

R-13-06

It was moved by Mr. Hoffman and seconded by Mr. Brickner to approve the following: A Resolution Determining To Proceed With The Submission To The Electors Of Willoughby-Eastlake City School District The Question Of The Renewal Of An Existing Tax Levy, Pursuant To Sections 5705.194 Through 5705.197 Of The Revised Code

On a call of the roll, the following vote was cast: 4 Yes Votes. Motion carried.

D. The Superintendent presented and recommended the Board approve a resolution for Legal Counsel Appointments.

R-13-07

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It was moved by Mrs. Scott and seconded by Mr. Hoffman to approve the following resolution: Legal Counsel Appointments

Be it resolved upon the recommendation of the Superintendent that the Superintendent of Schools and his designees be authorized to contact legal counsel as necessary for the successful performance of their duties. Legal counsel is designated to be: Fischer Phillips (BWC and Unemployment matters).

On a call of the roll, the following vote was cast: 4 Yes Votes. Motion carried.

E. Purchase Order Approvals

Be it resolved upon the recommendation of the Superintendent and Treasurer, in accordance with the ORC for after-the-fact purchase orders, the Board approve the following invoices for payment, and the Treasurer be authorized to sign an amended Fiscal Certificate for each:

<u>Vendor</u>	<u>P.O. Number</u>	<u>P.O. Date</u>	<u>Invoice Date</u>	<u>Amount</u>	<u>Purchased</u>
ACT	130847	01/25/13	12/04/12	\$135.00	PLAN Tests

F. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$154,984.39 to the following funds to avoid month end deficits.

003-1986	\$135,000.00	572-5703	\$9,000.00
014-0010	\$10,000.00		

G. Transfer of Funds (to cover month-end deficits)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amounts be transferred from the General Fund.

007	\$984.39	200	\$26.33
300	\$13,515.00		

H. Transfer of Funds (to permanently close accounts)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amounts be transferred to the General Fund. These transfers will permanently close the Fund/SCC's listed.

<u>Transfer FROM Fund/SCC</u>	<u>Transfer TO Fund/SCC</u>	<u>Amount</u>
020-1568 Edison Latch Key	001-General Fund	\$29,701.17
020-2435 Grant Latch Key	001-General Fund	\$36,448.26
020-3480 Jefferson Latch Key	001-General Fund	\$11,942.41
020-4692 Longfellow Latch Key	001-General Fund	\$24,868.42
020-4699 McKinley Latch Key	001-General Fund	\$12,039.39

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020-5312 Royalview Latch Key	001-General Fund	\$44,917.93
020-6283 Washington Latch Key	001-General Fund	\$62,908.84
007-1125 Special Trust Vending	001-General Fund	\$1,861.76
007-1313 Special Trust Vending	001-General Fund	\$0.00
007-1574 Special Trust Vending	001-General Fund	\$0.00
007-1639 Special Trust Vending	001-General Fund	\$0.00
007-3664 Special Trust Vending	001-General Fund	\$122.89
007-4500 Special Trust Vending	001-General Fund	\$0.00
007-5336 Special Trust Vending	001-General Fund	\$949.49
007-6590 Special Trust Vending	001-General Fund	\$4,300.91
007-8250 Special Trust Vending	001-General Fund	\$929.97
007-8262 Special Trust Vending	001-General Fund	\$2,584.13
007-8374 Special Trust Vending	001-General Fund	\$1,322.83
007-8360 Special Trust Sunshine	001-General Fund	\$2,684.85
200-1790 Student Activity EMS 6 th Grade	001-General Fund	\$5,089.66
200-8969 Willowick MS Band	001-General Fund	\$0.00

I. Transfer of Funds (to remit remaining proceeds from closed accounts to new Fund/SCC)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amounts be transferred from the General Fund (001-0000) to the Fund SCC's listed below.

<u>Transfer TO Fund/SCC</u>	<u>Amount</u>	<u>Fund/SCC Description</u>
001-0410-410	\$29,701.17	Edison Latch Key
001-0420-420	\$36,448.26	Grant Latch Key
001-0430-430	\$11,942.41	Jefferson Latch Key
001-0440-440	\$24,868.42	Longfellow Latch Key
001-0450-450	\$44,917.93	Royalview Latch Key
001-0460-460	\$62,908.84	Washington Latch Key
018-0050	\$1,861.76	Superintendent Public School Support
018-1444	\$5,089.66	Eastlake MS Public School Support
018-3534	\$122.89	Jefferson Public School Support
018-5206	\$949.49	North HS Public School Support
018-6460	\$4,300.91	South HS Public School Support
018-8132	\$3,514.10	Willoughby MS Public School Support
018-8550	\$4,007.68	Willowick MS Public School Support

J. Transfer of Funds (retirement payments made to employees; per CBA)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amounts be transferred from the General Fund.

035-0000 Termination Benefit Fund	\$175,000.00
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K. Gifts and Donations

South Boosters donated \$5,950.00 to South HS Athletics
Mr. & Mrs. Dale Spooner donated \$1,000.00 to the South HS Choir
Anonymous donors donated \$469.00 to the South HS Choir
American Legion Post 214 donated \$300.00 to the Tech Center 018 Fund
Mr. & Mrs. Tom Schaefer donated \$430.00 to the EMS Student Council Adopt-a-Family
Anonymous donors donated \$1,257.63 to the EMS Student Council Adopt-a-Family
Texas Roadhouse donated \$325.00 to the Willoughby MS Student Council
The City of Willowick donated \$355.00 to the Willowick MS Student Council
The Jefferson PTO donated \$2,036.00 to the 018 Jefferson Fund

L. Grant Application Acceptance

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following grant applications and awards be approved:

<u>Institution Awarding the Grant</u>	<u>Amount</u>	<u>Purpose</u>
First Interstate Properties	\$1,895.00	(4) iPads for Grant Elementary

M. Student Activity Program Purpose, Goals and Proposed Budgets for FY13

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Student Activity Program Purpose, Goals and Proposed Budgets for FY13 be approved:

<u>Fund</u>	<u>School/Program</u>	<u>Amount</u>
019-2696	Grant Elementary OLC	\$24,245.00
200-8920	Willoughby MS Band	\$1,930.00

8. SUPERINTENDENT’S REPORT

1. The Superintendent presented and recommended the Board approve a resolution for Site Renovation Project at South High School.

R-13-08

It was moved by Mr. Hoffman and seconded by Mr. Brickner to approve the following resolution: Site Renovation Project at South High School

Be it resolved upon the recommendation of the Superintendent that a change order in the amount of \$48,712.10 for the Site Renovation Project at South High School due to adverse weather conditions be approved.

On a call of the roll, the following vote was cast: 4 Yes Votes. Motion carried.

2. Overnight/Out of District Field Trip Request

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Be it resolved upon the recommendation of the Superintendent that an educational trip for the Varsity and JV baseball teams from South High School to participate in the Wide World of Sports in Orlando, Florida, from Sunday, March 31, 2013 to Sunday, April 7, 2013 be approved.

3. Overnight/Out of District Field Trip Request

Be it resolved upon the recommendation of the Superintendent that an educational trip for the Varsity softball team from South High School to participate in the Wide World of Sports in Orlando, Florida, from Sunday, March 31, 2013 to Sunday, April 7, 2013 be approved.

4. Personnel Agenda

WHEREAS, the Superintendent has recommended employment of the person shown on the attached Personnel Agenda for the positions shown; and

WHEREAS, those supplementary positions, which are being filled by non certificated, non-district employees, or retired certificated persons, have been advertised in accordance with all legal rules and requirements, and no other qualified employees have been found; and

WHEREAS, all persons are employed pending receipt of satisfactory records from the Bureau of Criminal Identification and Investigation, the Ohio Department of Education, and the Federal Bureau of Investigation, or for whom such records have been received and final receipt of appropriate required certification/licensure;

NOW, THEREFORE, BE IT RESOLVED that the attached Personnel Agenda be adopted.

The Superintendent presented and recommended the Board approve a resolution for Consent Calendar.

R-13-09

It was moved by Mrs. Scott and seconded by Mr. Hoffman to approve the following resolution:
Consent Calendar

Action by the Board of Education in "Adoption of Consent Calendar" at this point of the agenda means that all items appearing in this agenda with asterisks (*) (which items constitute the "consent calendar") are adopted by one single motion, unless a member of the Board or the Superintendent requests that any such item be removed from the "consent calendar" and voted upon separately.

On a call of the roll, the following vote was cast: 4 Yes Votes. Motion carried.

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MEETING NOTIFICATION

The next Regular Board of Education Meeting is scheduled to be held Monday, March 11, 2013, 7:00 p.m., in the Kennedy Community School located at 34050 Glen Dr., Eastlake, OH.

It was moved by Mr. Hoffman and seconded by Mrs. Scott to approve Meeting Notification.

On a call of the roll, the following vote was cast: 4 Yes Votes. Motion carried.

ADJOURNMENT

At 7:54 p.m., there being no further business, it was moved by Mrs. Scott and seconded by Mr. Hoffman to adjourn.

On a call of the roll, the following vote was cast: 4 Yes Votes. Motion carried.

The video tape of the meeting is hereby incorporated herein by reference.

President

Treasurer