

## 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 8, 2016** at 7:02 p.m. in the Kennedy Community School located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Connie Newyear, Rena Perchinske, Sharon Scott, Margaret Warner and Amy Zuren.

All members of the Board and media were notified of this meeting in compliance with §121.22 of the ORC, effective November 28, 1975.

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

Grant Elementary Principal, Rachel Aho, and staff members shared with the Board and community members the Bulldog Leadership Team initiatives and how they have been making a positive impact at their school.

Brian Patrick, Principal of the School of Innovation, introduced students from each grade level who shared and discussed projects that they have been working on.

Approval Of Minutes Of January 11, 2016.

#### **R-16-12**

It was moved by Mrs. Zuren and seconded by Mrs. Warner to Approve the Minutes Of January 11, 2016.

On a call of the roll, the following vote was cast: 5 Yes Votes. Motion carried.

Approval Of Minutes Of January 15, 2016 (work-executive session).

#### **R-16-13**

It was moved by Mrs. Scott and seconded by Mrs. Perchinske to Approve the Minutes Of January 15, 2016 (work-executive session).

On a call of the roll, the following vote was cast: 5 Yes Votes. Motion carried.

Approval Of Minutes Of January 27, 2016 (special meeting).

February 8, 2016

**R-16-14**

It was moved by Mrs. Zuren and seconded by Mrs. Warner to Approve the Minutes Of January 27, 2016 (special meeting).

On a call of the roll, the following vote was cast: 5 Yes Votes. Motion carried.

**TREASURER’S REPORT**

\*A. Financial Report for Month Ending January 31, 2016 **Exhibit 3A**

\*B. Amended Appropriations for FY16

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY16 be approved. **Exhibit 3B**

\*C. Amended Certificate of Estimated Resources

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Certificate of Estimated Resources be approved. **Exhibit 3C**

\*D. Purchase Orders and Blanket Certificates

Be it resolved upon the recommendation of the Superintendent and Treasurer the following be approved:

WHEREAS, §5704.41 requires the fiscal officer of a school district certify the amount required to make an expenditure has been lawfully appropriated and is in the school district’s treasury, free from any previous encumbrances before the expenditure is made, WHEREAS, there are exceptions to the requirement, and

WHEREAS, the exceptions are: an invoice that exceeds a p.o. by \$3,000, “then and now” certificates, and blanket certificates in the amount of \$25,000 or more;

NOW, THEREFORE BE IT RESOLVED BY THE WILLOUGHBY-EASTLAKE BOARD OF EDUCATION:

To approve the following invoices that exceed the respective p.o. by \$3,000 or more

<b>Purchase Order</b>	<b>P.O. Amount</b>	<b>Invoice Amount</b>	<b>Increase</b>
261256- Petermann	1,510,674.75	1,779,596.46	268,921.71

To approve the following Then and Now Certificates

February 8, 2016

<b>PO Number</b>	<b>Vendor</b>	<b>Description</b>
160712	Mentor Memorial Middle School	Mentor Godic Memorial Tournament, Jan. 9, 2016
261841	Squire Patton Boggs LLP	Services rendered on 4/1/15 & 4/13/15

To approve the following Blanket Certificates of \$25,000 or more

<b>Requisition</b>	<b>Vendor</b>	<b>Amount</b>	<b>Description</b>
PUPSMM85	Willo Transportation	200,000.00	Transportation for 2016

\*E. Lake County ESC Contract Amount (revised) for FY2016

Be it resolved upon the recommendation of the Superintendent and Treasurer that a contract (revised) in the amount of \$3,728,437.00 with the Lake County Educational Service Center for Special Education Services be approved for FY16. **Exhibit 3E**

\*F. Kronos Incorporated Support Services Renewal

Be it resolved upon the recommendation of the Treasurer that the following renewal of \$6,247.49 with Kronos Incorporated for support services March 11, 2016 through March 10, 2017 be approved. **Exhibit 3F**

\*G. MMO Contractual Changes: Stop Loss & Administrative Services Agreement

Be it resolved upon the recommendation of the Treasurer that the following MMO Contractual Changes (Stop Loss & Administrative Services Agreement) be approved. **Exhibit 3G**

\*H. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$400,000.00 to the following fund to allow for Debt Service Payments.

<u>Fund/SCC</u>	<u>Advance</u>
003-0000	\$400,000.00

\*I. Transfer of Funds (for debt service pmts.)

Be it resolved upon the recommendation of the Superintendent and Treasurer that \$580,161.58 from the Permanent Improvement Fund 003-0000 be transferred to the Note & COPS Retirement Fund to make the following debt service payments:

	<u>AMOUNT</u>
002-0000 Note & COPS Retirement Fund	\$580,161.58

**\*J. Return of Advances**

Be it resolved upon the recommendation of the Treasurer that advances totaling \$30,700.00 be returned to the General Fund:

<u>Fund/SCC</u>	<u>Amount</u>
021-9001	\$11,200.00
516-9016	\$19,500.00

**\*K. Grant Application Acceptance**

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

<b>Institution Awarding the Grant</b>	<b>Fund/SCC</b>	<b>Amount</b>
Jefferson W-E Academic Boosters	019-9050	\$399.00
Longfellow W-E Academic Boosters	019-9051	\$300.00
Willowick W-E Academic Boosters	019-9052	\$350.00

**\*L. Gifts and Donations**

1. Heather Langguth donated \$400.00 to North High Searchlight 200-9315.
2. Willowick Middle PTSO donated \$300.00 to Tech Center Welding 200-9506.
3. Willoughby Middle PTO donated \$961.44 to Willoughby Middle for field trip transportation 018-9320.
4. W-E Academic Boosters, Inc. donated \$500.00 to South High Academic Decathlon 200-9401.
5. An anonymous donor donated \$500.00 to South High 018-9220.

**\*M. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY16**

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY16 be approved:

**Exhibit 3M**

<b>Fund/SCC</b>	<b>School</b>	<b>Account Description</b>	<b>Amount</b>	
018-9210	North High School	North High School (Main)	15,370.00	Revised FY16 Budget Only
018-9331	Willowick Middle School	Willowick Media Center	10,200.00	Revised FY16 Budget Only

February 8, 2016

018-9440	Longfellow Elementary School	Longfellow (Main)	36,715.00	Revised FY16 Budget Only
018-9449	Royalview Elementary School	Royal Council	-	Revised FY16 P/G Only
018-9605	BOE	Success Academy	1,400.00	New FY16 Budget; New FY16 P/G
200-9309	North High School	North High Drama Club	5,770.00	Revised FY16 Budget Only
200-9322	North High School	North High Class of 2019	2,140.00	New FY16 Budget; New FY16 P/G
200-9504	Career Academy	Hospitality	6,550.00	Revised FY16 Budget Only
019-9050	Jefferson Elementary School	Jefferson W-E Academic Boosters	399.00	New FY16 Budget Only
019-9051	Longfellow Elementary School	Longfellow W-E Academic Boosters	300.00	New FY16 Budget Only
019-9052	Willowick Middle School	Willowick W-E Academic Boosters	350.00	New FY16 Budget Only

\*N. Proposed Budget for Lake County RSVP Program for April 1, 2016 – March 31, 2017

Be it resolved upon the recommendation of the Superintendent and Treasurer the following Proposed Budgets be approved:

<u>Fund</u>	<u>School/Program</u>	<u>Amount</u>
599-9017	Lake County RSVP	\$189,765.00

\*O. Sale of the Surplus Equipment by Public Auction or Scrap

A resolution declaring the surplus equipment (six lifts at the Northcoast facility) of the Board of Education listed is no longer needed for any school purpose and authorizing the sale of the surplus equipment by public auction or scrap.

	<b>Make</b>	<b>Model #</b>
Vehicle lift (#1)	American	A7KVA
Vehicle lift (#2)	American	A7KVA
Vehicle lift (#3)	American	A7KVA
Vehicle lift (#4)	American	A7KVA
Vehicle lift (#5)	American	A7KVA
Vehicle lift (#6)	American	A7KVA

**SUPERINTENDENT’S REPORT- Resolutions**

February 8, 2016

A. PDEExpress (Lucid Data Corporation)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Lucid Data Corporation Software and Professional Services Agreement be approved and a one year renewable district-wide license (supporting an unlimited number of computers and staff records) for \$10,388.00 be purchased with subsequent years licensing renewal at \$3,463.00 per year. **Exhibit 4A**

**R-16-15**

It was moved by Mrs. Warner and seconded by Mrs. Scott to Approve PDEExpress (Lucid Data Corporation).

On a call of the roll, the following vote was cast: 5 Yes Votes. Motion carried.

B. Roof Replacement Project at Eastlake Middle and Jefferson Elementary schools

Be it resolved upon the recommendation of the Superintendent and Treasurer that a contract be awarded to Garland Inc. for the Roof Replacement Project at Eastlake Middle and Jefferson Elementary Schools, per their bid proposal in the amount of \$1,150,000.00. **Exhibit 4B**

**R-16-16**

It was moved by Mrs. Zuren and seconded by Mrs. Perchinske to Approve the Roof Replacement Project at Eastlake Middle and Jefferson Elementary schools.

On a call of the roll, the following vote was cast: 5 Yes Votes. Motion carried.

C. GEMS/Trane (Letter of Exclusive Authorization)

Be it resolved upon the recommendation of the Superintendent and Treasurer that GEMS/Trane (Letter of Exclusive Authorization) to investigate district energy costs for potential savings in natural gas and electrical use be approved. **Exhibit 4C**

**R-16-17**

It was moved by Mrs. Warner and seconded by Mrs. Scott to Approve GEMS/Trane (Letter of Exclusive Authorization).

On a call of the roll, the following vote was cast: 5 Yes Votes. Motion carried.

D. College Credit Plus Primary Pathway Partnership Agreement with Lakeland Community College

February 8, 2016

Be it resolved upon the recommendation of the Superintendent that the College Credit Plus Primary Pathway Partnership Agreement with Lakeland Community College be approved.

**Exhibit 4D**

**R-16-18**

It was moved by Mrs. Scott and seconded by Mrs. Warner to Approve the College Credit Plus Primary Pathway Partnership Agreement with Lakeland Community College.

On a call of the roll, the following vote was cast: 5 Yes Votes. Motion carried.

E. Termination of Employment

Be it resolved upon the recommendation of the Superintendent and Treasurer that the termination of employment of Gwenn Spear for misconduct and neglect of duty be approved.

**Exhibit 4E**

**R-16-19**

It was moved by Mrs. Warner and seconded by Mrs. Scott to Approve the Termination of Employment.

On a call of the roll, the following vote was cast: 5 Yes Votes. Motion carried.

\*F. Overnight/Out of District Field Trip Request (North High Varsity Fastpitch)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the North High School Girls' Fastpitch team to participate in competitions in Myrtle Beach, South Carolina, from Friday, March 25, 2016 through Friday, April 1, 2016 be approved.

\*G. Overnight/Out of District Field Trip Request (South High Varsity Softball)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the South High School Varsity Softball team to participate in the Space Coast Spring Training event in Cocoa Beach, Florida, from Friday, March 25, 2016 through Friday, April 1, 2016 be approved.

\*H. Overnight/Out of District Field Trip Request (North High Baseball)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the North High School Baseball team to participate in training and competitions at Myrtle Beach, South Carolina, from Saturday, March 26, 2016 through Saturday, April 2, 2016 be approved.

\*I. Overnight/Out of District Field Trip Request (South High Varsity Baseball)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the South High School Varsity Baseball team to participate in the Wide World of Sports

February 8, 2016

event in Orlando, Florida, from Saturday, March 26, 2016 through Friday, April 1, 2016 be approved.

**\*J. Overnight/Out of District Field Trip Request (South High Marching Band)**

Be it resolved upon the recommendation of the Superintendent that an educational trip for the South High School Marching Band to perform at the Magic Kingdom in Orlando, Florida, from Monday, March 20, 2017 through Friday, March 24, 2017 be approved.

**\*K. 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.

**Exhibit 4K**

**\*MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, March 14, 2016, 7:00 p.m., in the Kennedy Community School located at 34050 Glen Dr., Eastlake, OH.

**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.

**R-16-20**

It was moved by Mrs. Zuren and seconded by Mrs. Perchinske to adopt all items in the Consent Calendar.

On a call of the roll, the following vote was cast: 5 Yes Votes. Motion carried.

Two BOE positions were delegated: Legislation- Amy Zuren; Student Achievement- Rena Perchinske



February 8, 2016

**ADJOURNMENT**

At 7:53 p.m., there being no further business, it was moved by Mrs. Warner and seconded by Mrs. Zuren to adjourn.

On a call of the roll, the following vote was cast: 5 Yes Votes. Motion carried.

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

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer