

## 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, **March 9, 2015** at 7:03 p.m. in the Kennedy Community School located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Paul Brickner, Connie Newyear, 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.

Third Grade teacher Gail Myers from Edison Elementary school and her students shared a recent design challenge given to the students, entitled "Toil with Oil".... helping clean up an oil spill and saving animals. The challenge was introduced the same way it was presented to the students, and the design process that the students went through to address the challenge was shared.

Willowick Middle School continues to embrace the Olweus Bullying program. Fifty student ambassadors were trained this year and participated in the creation of the kick-off video. Mrs. Dolejs continues to be the advisor for this program and is a passionate advocate. Because of her strong commitment and beliefs, she creates a video each year for our kick-off assemblies to reach each and every student, along with planning monthly lessons for the entire school. She presented a shorter version of the video with the involvement of her ambassadors.

Approval Of Minutes Of February 9, 2015.

#### **R-15-16**

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve the Minutes Of February 9, 2015.

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

Approval Of Minutes Of February 17, 2015.

#### **R-15-17**

It was moved by Mrs. Zuren and seconded by Mrs. Newyear to Approve the Minutes Of February 17, 2015.

On a call of the roll, the following vote was cast: 3 Yes Votes. Mr. Brickner abstained. Motion carried.

**TREASURER’S REPORT**

\*A. Financial Report for Month Ending February 28, 2015

**Exhibit 3A**

\*B. Amended Appropriations for FY15

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY15 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. Resolution Accepting Amounts and Rates

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Resolution Accepting Amounts and Rates be approved.

**Exhibit 3D**

**R-15-18**

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve the Resolution Accepting Amounts and Rates.

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

\*E. 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 \$15,000 or more;

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

March 9, 2015

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>
251315- Compass Group USA, Inc.	94,617.27	99,919.22	5,301.95
450061- Petermann	20,000.00	50,000.00	30,000.00
251641- Lake County ESC	120,000.00	125,841.77	5,841.77
251421- Crossroads	3,738.50	7,423.00	3,684.50
251546- PSI	6,047.33	10,737.31	4,689.98

To approve the following Then and Now Certificates

<b>PO Number</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
350370	Willo Transportation	Transportation for special ed. students Feb.- June 2015	51,000.00
251768	Crossroads	Prevention Services- Feb. 2015	12,000.00
150784	Aurora Board of Education	1/17 wrestling tournament	225.00
150808	Champion Cheer Central, Inc.	1/17 Big Chill cheer comp.; 2/22 Cupid's cheer comp.	270.00
150809	Champion Cheer Central, Inc.	2/5 Hard Rockin' natl. cheer and dance championships	650.00
150783	Chardon High School Athletic Boosters Association	1/31 Wrestling tournament- Battle for the Shield	175.00
150825	Chardon High School Athletic Boosters Association	1/24 Wrestling tournament- 2015 "B" Great	96.00
150786	La Muth Middle School	1/6-1/14 7th gr.- boy's basketball tournament	125.00
150785	Mentor Ridge Middle School	1/6-1/14 8th gr.- boy's basketball tournament	125.00

To approve the following Blanket Certificates of \$15,000 or more

<b>Requisition</b>	<b>Vendor</b>	<b>Amount</b>	<b>Description</b>
PUPSMG21	Lake County ESC	28,000.00	Early Childhood ed. tuition- March 2015

March 9, 2015

PUPSMG22	Lake County ESC	16,000.00	Lake Academy tuition- March 2015
PUPSMG30	Re-Ed Access	15,000.00	Tuition for Re-Ed students Feb.- April
PUPSMG40	Lake County ESC	57,000.00	Vocational ed. tuition- March 2015
PUPSMG41	Lake County ESC	196,000.00	County Personnel Fees- March 2015
PUPSMG90	Lake County ESC	125,000.00	Kennedy- Lead and Sail tuition- Feb. 2015
PUPSMG92	Miscellaneous Vendors	50,000.00	Misc. tuition blanket- March-June 2015
PUPSMG97	Lake County ESC	15,000.00	Lake Erie Lead tuition- March 2015
FIN370	TASC	100,000.00	03/01/15- 05/31/15 Blanket for Health Care Reimbursement

F. Kronos & Presence of IT

Be it resolved upon the recommendation of the Superintendent and Treasurer that an agreement with Kronos for \$96,373.50 and Presence of IT for \$75,340.00 be approved.

**Exhibit 3F**

**R-15-19**

It was moved by Mrs. Newyear and seconded by Mrs. Zuren to Approve Kronos & Presence of IT.

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

G. NEO Administration Company- District HRA Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following agreement between the District and NEO Administration Company be approved.

**Exhibit 3G**

**R-15-20**

It was moved by Mrs. Newyear and seconded by Mrs. Zuren to Approve the NEO Administration Company- District HRA Agreement.

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

\*H. Liability Insurance Renewal

March 9, 2015

Be it resolved upon the recommendation of the Treasurer that the District's liability insurance renewal with a total annual premium of \$273,466.00 be approved.

**\*I. Return of Advances**

Be it resolved upon the recommendation of the Treasurer that advances totaling \$89,000.00 be returned to the General Fund:

<b>FUND/SCC</b>	<b>Amount of Return</b>
003-0000	\$89,000.00

**\*J. Gifts and Donations**

1. For ad placement in programs, Expressions Bridal & Formal donated 31 dresses valued at \$2,438.00 to North and South Drama, 200-9309, 200-9409.

**\*K. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY15**

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 FY15 be approved: **Exhibit 3K**

<b>Fund/SCC</b>	<b>School</b>	<b>Program</b>	<b>Amount</b>	
007-9010	BOE	Raynor Scholarship	10,000.00	New FY15 Budget; New FY15 P/G
019-9008	BOE	Northeast Ohio Autism Group	900.00	New FY15 Budget; New FY15 P/G

**\*L. Budget Revision for Post Secondary Nursing Program for FY15**

Be it resolved upon the recommendation of the Superintendent and Treasurer the Post Secondary Nursing Program Budget be revised from \$989,540.00 to \$1,078,940.00.

<b><u>Fund/SCC</u></b>	<b><u>School/Program</u></b>	<b><u>Amended Budget</u></b>
413-9015	Post Secondary Nursing	\$1,078,940.00

**M. Sale Of The Surplus Equipment By Public Auction or Scrap**

A Resolution Declaring The Surplus Equipment 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><u>Make</u></b>	<b><u>Model</u></b>	<b><u>VIN</u></b>
Van- 1993 (#99)	Ford	E 150	1FMEE11Y6PHB96244

March 9, 2015

**R-15-21**

It was moved by Mrs. Zuren and seconded by Mrs. Newyear to Approve the Sale Of The Surplus Equipment By Public Auction or Scrap

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

**SUPERINTENDENT'S REPORT- Resolutions**

A. Renovation Project at the School of Innovation

Be it resolved upon the recommendation of the Superintendent and Treasurer that a contract for the Renovation Project at the School of Innovation in the amount of \$1,437,00.00 be awarded to Lakeland Management Systems, Inc., the contractor that submitted the lowest bid. **Exhibit 4A**

**R-15-22**

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve the Renovation Project at the School of Innovation.

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

B. Telephone Carrier Service

WHEREAS, the telephone carrier service contract with Windstream (formerly Cavalier Business Communications) is expiring on June 30, 2015; and  
WHEREAS, according to the ERATE funding program sponsored through the federal government, a new telephone service contract must be entered into with a vendor by March 2015;

NOW, THEREFORE, BE IT RESOLVED that the Superintendent and Treasurer be authorized to enter into a three-year contract with Fidelity Voice and Data.

**Exhibit 4B**

**R-15-23**

It was moved by Mrs. Zuren and seconded by Mrs. Newyear to Approve the Telephone Carrier Service.

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

C. LGCA Internet Service Provider Contract

March 9, 2015

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Internet access service agreement with Lake Geauga Computer Association (LGCA) effective July 1, 2015 through June 30, 2020 be approved. **Exhibit 4C**

**R-15-24**

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve the LGCA Internet Service Provider Contract.

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

D. YMCA Contract Addendum

Be it resolved upon the recommendation of the Superintendent and Treasurer that the YMCA School Age Child Care Before and After Care Program Contract Addendum, Section L. Payment Schedule, be approved. **Exhibit 4D**

**R-15-25**

It was moved by Mrs. Newyear and seconded by Mrs. Zuren to Approve the YMCA Contract Addendum.

On a call of the roll, the following vote was cast: 3 Yes Votes. Mrs. Warner abstained. Motion carried.

E. Mayfield EXCEL TECC Agreement

Be it resolved upon the recommendation of the Superintendent that the Willoughby-Eastlake City School District become a member of the EXCEL TECC Consortium effective with the 2016-17 school year and continuing until September 1, 2021. **Exhibit 4E**

**R-15-26**

It was moved by Mrs. Zuren and seconded by Mr. Brickner to Approve the Mayfield EXCEL TECC Agreement.

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

F. Ohio Schools Council Waste and Recycling Services Commitment

WHEREAS, Willoughby-Eastlake City Schools wishes to advertise and receive bids for waste and recycling services from July 1, 2015 through June 30, 2018 through the Ohio Schools Council's Waste and Recycling Program; THEREFORE, BE IT RESOLVED, that the school district wishes to participate and authorizes the Ohio Schools Council to advertise and receive bids on their behalf as per the

March 9, 2015

specifications submitted for the cooperative purchase of waste and recycling services for the period July 1, 2015 through June 30, 2018. It is understood there is no fee to participate in the Ohio Schools Council 2015-2018 Waste and Recycling Program.

**R-15-27**

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve the Ohio Schools Council Waste and Recycling Services Commitment.

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

G. Legal Counsel Appointment

Be it resolved upon the recommendation of the Superintendent that the Superintendent of Schools and his designees be authorized to contact Ulmer & Berne, legal counsel, as necessary, for the successful performance of their duties.

**R-15-28**

It was moved by Mrs. Zuren and seconded by Mr. Brickner to Approve the Legal Counsel Appointment.

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

H. 2015-16 Certificated Administrative Salary Schedules

Be it resolved that the 2015-16 Certificated Administrative Salary Schedules be approved.

**R-15-29**

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve the 2015-16 Certificated Administrative Salary Schedules.

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

\*I. Electronic Calendar for the 2015-2016 School Year

Be it resolved upon the recommendation of the Superintendent that in lieu of the school calendars that are printed each year at a cost to the district, the school calendar for the 2015-16 school year be an electronic calendar available on the district's web site.

\*J. Overnight/Out of District Field Trip Request

Be it resolved upon the recommendation of the Superintendent that an educational trip for students in the Spanish Program at North and South High Schools to visit Chicago, Illinois, from Saturday, October 3, 2015 to Monday, October 5, 2015 be approved and a waiver granted for the one day of missed school.



March 9, 2015

\*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**

**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-15-30**

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

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

At 8:08 p.m., it was moved by Mr. Brickner and seconded by Mrs. Zuren to adjourn to executive session for a grievance hearing, complaint by a public employee.

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

At 8:48 p.m. it was moved by Mrs. Newyear and seconded by Mrs. Zuren to reconvene the Board meeting for discussion.

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

The Board members held a discussion regarding the employee grievance. The discussion included the history of employee evaluations and the evaluation process.

March 9, 2015

A Motion to accept or deny employee grievance was moved by Mrs. Newyear and seconded by Mr. Brickner.

On a call of the roll, the following vote was cast: Mr. Brickner: deny; Mrs. Newyear: deny; Mrs. Zuren: accept; Mrs. Warner: accept. The Board of Education was advised by legal counsel to schedule a second hearing.

### **MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled to be held Monday, April 13, 2015, 7:00 p.m., in the Kennedy Community School located at 34050 Glen Dr., Eastlake, OH.

It was moved by Mrs. Newyear and seconded by Mr. Brickner to approve Meeting Notification.

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

At 9:10 p.m., it was moved by Mrs. Zuren and seconded by Mrs. Newyear to adjourn to executive session to consider the compensation of a public employee or official.

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

At 9:55 p.m., it was moved by Mr. Brickner and seconded by Mrs. Zuren to reconvene the Board meeting.

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

### **ADJOURNMENT**

At 9:56 p.m., there being no further business, it was moved by Mrs. Zuren and seconded by Mr. Brickner 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.

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President

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Treasurer