

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, **May 8, 2017** at 7:01 p.m. in the Northern Career Institute- Eastlake Campus 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.

The first grade team at Grant Elementary presented the Innovation Hour which was implemented during this school year. Highlights showed some of the STEM activities that first grade students have completed and a group of students discussed the STEM process, what they have learned, the benefits of learning this way and their favorite learning experiences.

This evening, seniors from North High School were present to receive recognition by the Board of Education for their accomplishments. The students have already been recognized for their accomplishments by associations and organizations other than their school. They exemplify the best qualities of North High students. The students, their parents and teachers deserve congratulations for their dedication and efforts.

Approval Of Minutes Of April 10, 2017.

R-17-22

It was moved by Mrs. Scott and seconded by Mrs. Zuren to Approve the Minutes Of April 10, 2017.

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 April 30, 2017

Exhibit 3A

*B. Amended Appropriations for FY17

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY17 be approved.

Exhibit 3B

*C. Amended Certificate of Estimated Resources

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

D. Five-Year Forecast

WHEREAS, §5705.391 of the Ohio Revised Code requires that a five-year forecast be submitted to the Ohio Department of Education prior to October 31 of each year; and

WHEREAS, an amendment to Administrative Rule 3301-92-04 now requires all public school districts to update their five-year forecasts and assumptions between April 1 and May 31;

NOW, THEREFORE, BE IT RESOLVED that the attached forecast be accepted and submitted to the Ohio Department of Education. **Exhibit 3D**

R-17-23

It was moved by Mrs. Warner and seconded by Mrs. Perchinske to Approve the Five-Year Forecast.

On a call of the roll, the following vote was cast: 5 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 \$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

Purchase Order	P.O. Amount	Invoice Amount	Increase
370173- Misc. Vendors	13,000.00	16,735.00	3,735.00
370206- Mayfield City Schools	240,000.00	252,330.99	12,330.99
271796- Central Warehouse	20,000.00	40,000.00 (est.)	20,000.00

To approve the following Then and Now Certificates

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PO Number	Vendor	Description
271645	Crossroads	Prevention Services 2016-17 school year blanket order
272016	Then Design	Legal Descriptions
272042	Comdoc, Inc.	Xerox B/W replacement copiers

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

Requisition	Vendor	Amount	Description
PUPSMT5	Misc. Vendors	50,000.00	ESY Services for 2016-17
PUPSMT20	Misc. Vendors	150,000.00	Misc. special ed. tuition 2016-17 school yr.
PUPSMT21	Misc. Vendors	200,000.00	Misc. transportation for 2016-17 school yr.

*F. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$64,900.00 to the following funds to avoid negative balance at month end.

<u>Fund/SCC</u>	<u>Advance</u>
006-0000	\$9,400.00
439-9017	\$7,500.00
516-9017	\$48,000.00

*G. Transfer of Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amounts be transferred from the General Fund (retirement payments made to employees; per CBA).

035-9001 Termination Benefit Fund	\$75,000.00
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*H. Resolution to Close Inactive Accounts

Be it resolved upon the recommendation of the Superintendent and Treasurer that the closing of the following inactive fund-special cost centers be approved:

Fund/SCC to be Closed	School	Description	Amount
200-9207	Willowick Middle School	Willowick Physical Ed.	\$ -
200-9509	NCI-W	Jr. Achievement 1	\$ -

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200-9510 NCI-W Jr. Achievement 2 \$ 0.90

***I. Public Records Training**

Be it resolved upon the recommendation of the Treasurer that three hours of Public Records Training be approved for all Board members. **Exhibit 3I**

***J. Grant Application Acceptance**

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

Institution Awarding the Grant	Fund/SCC	Amount
The Martha Holden Jennings Foundation- to Grant Elementary and SOI	007-9050	\$3,000.00

***K. Gifts and Donations**

1. Cleveland Museum of Art donated \$1,107.57 to Willoughby Middle, 018-9320.
2. Edison PTO donated \$360.00 to Edison Elementary for transportation, 018-9410.
3. Jefferson PTO donated \$3,760.00 to Jefferson Elementary for transportation, 018-9430.
4. W-E Academic Boosters donated \$250.00 to South High Academic Decathlon, 200-9401.
5. Rotary Club of Willoughby donated \$2,000.00 to Welding for Welding Competition Sponsorship, 200-9506.

***L. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY17**

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 FY17 be approved: **Exhibit 3L**

Fund/SCC	School	Account Description	Amount	
007-9003	SOI	Camp Invention	680.00	New FY17 Budget Only
007-9050	Grant Elementary School and SOI	Jennings- Fully Implementing Orff-Schulwerk	4,830.00	New FY17 Budget Only
018-9447	Royalview Elementary School	Royalview Grade 5	1,990.00	New Account; New FY17 Budget; New FY17 P&G
019-9220	South High School	South High Rebel Families	7,730.00	Revised FY17 Budget Only

SUPERINTENDENT’S REPORT- Administrative Reports

May 8, 2017

A. Central Office Update

Superintendent Steve Thompson provided an update on the BOE fire and insurance progress.

SUPERINTENDENT'S REPORT- Resolutions

- A. A RESOLUTION AUTHORIZING (1) A SHARED USE AND MANAGEMENT AGREEMENT AMONG THE LAKE COUNTY YMCA AND THE CITY OF WILLOUGHBY, (2) GROUND LEASES WITH THE YMCA AND CITY OF WILLOUGHBY AND MEMORANDA OF LEASES RELATED THERETO, (3) CONSTRUCTION AGENCY AGREEMENTS WITH EACH AND (4) A COLLATERAL ASSIGNMENT OF AGREEMENTS AND PLANS RELATED TO THE FIELD HOUSE, COMPETITION SWIMMING POOLS AND RELATED AREAS AT THE NEW SOUTH HIGH SCHOOL.

Exhibit 5A

R-17-24

It was moved by Mrs. Zuren and seconded by Mrs. Scott to Approve the RESOLUTION AUTHORIZING (1) A SHARED USE AND MANAGEMENT AGREEMENT AMONG THE LAKE COUNTY YMCA AND THE CITY OF WILLOUGHBY, (2) GROUND LEASES WITH THE YMCA AND CITY OF WILLOUGHBY AND MEMORANDA OF LEASES RELATED THERETO, (3) CONSTRUCTION AGENCY AGREEMENTS WITH EACH AND (4) A COLLATERAL ASSIGNMENT OF AGREEMENTS AND PLANS RELATED TO THE FIELD HOUSE, COMPETITION SWIMMING POOLS AND RELATED AREAS AT THE NEW SOUTH HIGH SCHOOL.

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

B. Addendum to the LGCA Service Provider Contract Internet Service

Be it resolved upon the recommendation of the Superintendent and Treasurer that the addendum to the LGCA (Lake Geauga Computer Association) service provider contract for internet service effective July 1, 2015 through June 30, 2020 be approved.

Exhibit 5B

R-17-25

It was moved by Mrs. Perchinske and seconded by Mrs. Warner to Approve the Addendum to the LGCA Service Provider Contract Internet Service.

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

C. Lake County ESC Agreements

Be it resolved upon the recommendation of the Superintendent and Treasurer that the attached agreements with the Lake County Educational Service Center (ESC) for Human Resource Services and Programs effective July 1, 2017 through June 30, 2018 be approved.

Exhibit 5C

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R-17-26

It was moved by Mrs. Zuren and seconded by Mrs. Scott to Approve the Lake County ESC Agreements.

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

*D. Overnight and/or Out of State Field Trip Request (NCI-Willoughby)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the Welding students from Northern Career Institute-Willoughby Campus, that was requested on April 21, 2017, to participate in the 39th Annual Midwest Welding Tournament in Indianapolis, Indiana, from Thursday, April 27, 2017 to Friday, April 28, 2017 be approved and a waiver be granted for the 2 days of missed school.

*E. Overnight and/or Out of State Field Trip Request (Willoughby Middle)

Be it resolved upon the recommendation of the Superintendent that an educational trip for students from Willoughby Middle School to participate in the "Power of the Pen" state finals at the College of Wooster, in Wooster, Ohio, from Thursday, May 25, 2017 to Friday May 26, 2017 be approved.

*F. Overnight and/or Out of State Field Trip Request (NCI-Willoughby)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the Welding and Cosmetology students from the Northern Career Institute-Willoughby Campus, to participate in the National Competition of SkillsUSA in Louisville, Kentucky, from Monday, June 19, 2017 to Sunday, June 25, 2017 be approved.

*G. Overnight and/or Out of State Field Trip Request (North)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the North High School Marching Band and Choir students to perform at the Magic Kingdom at Walt Disney World in Orlando, Florida, from Sunday, March 24, 2018 to Friday, March 30, 2018 be approved.

*H. 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

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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 5H

SUPERINTENDENT'S REPORT- Policies

A. First Reading of the following policies:

1. Policy 6111 - Internal Controls
2. Policy 6112 - Cash Management of Grants
3. Policy 6114 - Cost Principles - Spending Federal Funds
4. Policy 6116 - Time and Effort Reporting

***MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, June 12, 2017, 7:00 p.m., at the Northern Career Institute- Eastlake Campus 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-17-27

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

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

ADJOURNMENT

At 8:15 p.m., there being no further business, it was moved by Mrs. Scott and seconded by Mrs. Perchinske 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