

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 12, 2014** at 7:00 p.m. in the Kennedy Community School located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Paul Brickner, Connie Newyear, Sharon Scott, Margaret Warner and Amy Zuren.

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

Approval Of Minutes Of April 7, 2014.

R-14-39

It was moved by Mrs. Scott and seconded by Mrs. Zuren to Approve the Minutes of April 7, 2014.

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

Approval Of Minutes Of April 29, 2014.

R-14-40

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve the Minutes of April 29, 2014.

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, 2014

Exhibit A

*B. Amended FY14 Appropriations

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY14 be approved.

Exhibit B

*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 C

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

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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 D**

R-14-41

It was moved by Mrs. Scott and seconded by Mr. Brickner to Approve Five-Year Forecast.

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

E. A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF SCHOOL IMPROVEMENT BONDS, SERIES 2014, OF THIS SCHOOL DISTRICT, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$1,000,000, FOR THE PURPOSE OF PAYING COSTS OF REHABILITATING, RECONSTRUCTING, RENOVATING, EQUIPPING, AND OTHERWISE IMPROVING THE SCHOOL DISTRICT'S STADIUM AT SOUTH HIGH SCHOOL, INCLUDING THE DEMOLITION OF THE EXISTING BLEACHERS AND THE ACQUISITION, CONSTRUCTION, AND INSTALLATION OF NEW BLEACHERS, TOGETHER WITH ALL NECESSARY APPURTENANCES AND RELATED SITE IMPROVEMENTS.

Exhibit E

R-14-42

It was moved by Mrs. Zuren and seconded by Mrs. Newyear to Approve A Resolution Providing For The Issuance And Sale Of School Improvement Bonds, Series 2014, Of This School District, In An Aggregate Principal Amount Not To Exceed \$1,000,000, For The Purpose Of Paying Costs Of Rehabilitating, Reconstructing, Renovating, Equipping, And Otherwise Improving The School District's Stadium At South High School, Including The Demolition Of The Existing Bleachers And The Acquisition, Construction, And Installation Of New Bleachers, Together With All Necessary Appurtenances And Related Site Improvements.

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

F. A RESOLUTION DETERMINING TO SUBMIT TO THE ELECTORS OF THE WILLOUGHBY-EASTLAKE CITY SCHOOL DISTRICT THE QUESTION OF RENEWING ALL OF AN EXISTING TAX LEVY, PURSUANT TO SECTIONS 5705.194 TO 5705.197 OF THE REVISED CODE.

Exhibit F

R-14-43

It was moved by Mrs. Newyear and seconded by Mrs. Scott to Approve A Resolution Determining To Submit To The Electors Of The Willoughby-Eastlake City School District The Question Of Renewing All Of An Existing Tax Levy, Pursuant To Sections 5705.194 To 5705.197 Of The Revised Code.

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

***G. 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:

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

		<u>P.O. Amount</u>	<u>Invoice</u>
1.	P.O. 241776 Bank of America - Petermann	\$1,383,000.00	\$1,773,901.87
2.	P.O. 241539 Albert Guarnieri & Co	\$12,000.00	\$15,662.66

To approve the following Then and Now Certificates

		<u>P.O. Amount</u>
1.	P.O. 242186 Buckley King	\$5,000.00
2.	P.O. 242191 Frontline Placement Tech	\$1,261.00
3.	P.O. 242192 General ASP, Inc.	\$4,050.00
4.	P.O. 241871 Matthew Gricar (mileage)	\$215.67
5.	P.O. 242194 School Pride	\$3,709.02
6.	P.O. 242012 Tasco, Inc.	\$2,415.00

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

		<u>Blanket Certificate Amount</u>	
1.	PUPSM001 Korenko Therapy Svcs	\$15,000.00	PT Svcs for Preschool
2.	WARE0041 House Hasson Hardware	\$50,000.00	Warehouse Inventory
3.	PUPSMAB Miscellaneous Vendors	\$80,000.00	Extended School Year

***H. Advance of General Funds**

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$41,000.00 to the following fund(s) to avoid month end deficits.

<u>Fund/SCC</u>	<u>Advance</u>
021-9001	\$41,000.00

Be it further resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$8,500.00 to the following fund(s) to allow for prepayment of Skills Competition expenses. These advances will be repaid upon receipt of student payments.

<u>Fund/SCC</u>	<u>Advance</u>
200-9506	\$8,500.00

*I. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$314,200.00 be returned to the General Fund:

<u>Fund/SCC</u>	<u>Amount of Return</u>	<u>Fund/SCC</u>	<u>Amount of Return</u>
011-0000	\$5,200.00	200-9101	\$2,000.00
506-9014	\$26,000.00	516-9014	\$265,000.00
590-9014	\$16,000.00		

*J. 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	\$175,000.00
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*K. Transfer of Funds (to cover Athletic Official fees)

Be it resolved upon the recommendation of the Superintendent and Treasurer that \$1,455.00 be transferred from the General Fund to the following Athletic Fund/SCC's.

<u>Fund/SCC</u>	<u>Description</u>	<u>Transfer</u>
300-9001	Eastlake Athletics	\$100.00
300-9301	North Athletics	\$605.00
300-9401	South Athletics	\$275.00
300-9101	Willoughby Athletics	\$475.00

*L. Transfer of Funds (to support Athletic Programs)

Be it resolved upon the recommendation of the Superintendent and Treasurer that \$6,000.00 be transferred from the General Fund to the following Athletic Fund/SCC's.

<u>Fund/SCC</u>	<u>Description</u>	<u>Transfer</u>
300-9301	North Athletics	\$3,000.00
300-9401	South Athletics	\$3,000.00

*M. Transfer of Funds (to supplement Power of the Pen Competitions)

Be it resolved upon the recommendation of the Superintendent and Treasurer that \$1,000.00 be transferred from the General Fund to the following Public School Support Fund/SCC's to cover expenses for travel to the Power of the Pen Competition.

<u>Fund/SCC</u>	<u>Description</u>
018-9320	Willoughby Middle

*N. Transfer of Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amounts be transferred from prior fiscal year grant funds to current fiscal year grant funds.

<u>From Fund/SCC</u>	<u>To Fund/SCC</u>	<u>Description</u>	
506-9013	506-9014	Race to the Top	\$26,821.32
516-9013	516-9014	IDEA Part B	\$41,203.14

O. Property Taxes Refund Set Aside

Be it resolved upon the recommendation of the Superintendent and Treasurer, per recommendation of the County Auditor that the Willoughby-Eastlake Schools set aside an additional \$52,433 in the General Fund special cost center 001-9200 and \$1,479 in the Permanent Improvement Fund special cost center 003-9100 for the purposes of reserving additional tax refunds owed to First Energy Corporation pending their complaint before the Lake County Board of Revision. **Exhibit G**

R-14-44

It was moved by Mrs. Scott and seconded by Mr. Brickner to Approve Property Taxes Refund Set Aside.

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

*P Gifts and Donations

1. Great Lakes Glass donated 12 pieces of glass valued at \$150.00 and Art Gallery donated 10 frames valued at \$100.00 for the display of student artwork for the Board of Education's *Art Splash!* art show.
2. WEAGT donated \$500.00, Agile Sign donated \$500.00, Anderson Family Foundation donated \$1,000.00 and Willoughby Women's Club donated \$1,500.00 to South Academic Decathlon 200-9401 Fund.
- 3 Rebel Moms donated \$2,543.22 to South Class of 2014 200-9405 Fund.
4. Adam Hanz Memorial donated \$1,228.00 to the South 018-9220 Fund.
5. Willowick Middle PTSO donated \$500.00 to the Willowick Middle 018-9330 Fund.
6. Jefferson PTO donated \$3,532.38 to the Jefferson Elementary 018-9430 Fund.

***Q. 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>Fund/SCC</u>	<u>Amount</u>
Martha Holden Jennings Foundation – Great Lakes Theater	018-9210	\$1,500.00
South High Rebel Mom’s	019-9002*	\$3,930.25
State of Ohio – Resident Educator Program	506-9214	\$3,150.00

*New Fund/SCC

***R. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY14**

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 FY14 be approved: **Exhibit H**

<u>Fund/Sec</u>	<u>School/Program</u>		<u>Amount</u>
007-9003	Camp Invention		500.00
007-9007	Mmo Scholarship		1,000.00
007-9010	Raynor Scholarship		5,000.00
018-9210	North High School		24,717.00
018-9220	South High School	Revised	61,940.00
018-9330	Willowick	Revised	21,000.00
018-9440	Longfellow	Revised	23,600.00
200-9106	Willoughby National Jr. Honor Society	Revised	5,000.00
200-9203	Willowick Lance Newspaper	Revised	1,600.00
200-9305	North High Class of 2014	Revised	24,000.00
200-9307	North High Class of 2016	Revised	P & G Only
200-9504	Tech Center Hospitality	Revised	1,590.00
200-9418	South High Student Council	Revised	21,770.00
200-9506	Tech Center Welding	Revised	15,500.00

S. A Resolution Authorizing the Sale of Surplus Equipment

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following be approved: A Resolution Declaring that Surplus Equipment of The Board Of Education is no longer needed for any school purpose and authorizing the sale of the Surplus Equipment by Public Auction.

R-14-45

It was moved by Mrs. Zuren and seconded by Mrs. Newyear to Approve A Resolution Authorizing the Sale of Surplus Equipment.

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

SUPERINTENDENT'S REPORT

A. RECOMMENDATIONS

1. Interior Finishes Project at North High School

Be it resolved upon the recommendation of the Superintendent that the contract for the interior finishes project at North High School in the amount of \$1,246,000.00 be awarded to Sona Construction, the contractor that submitted the lowest bid.

R-14-46

It was moved by Mrs. Newyear and seconded by Mrs. Scott to Approve Interior Finishes Project at North High School.

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

2. Time Warner Cable

Be it resolved upon the recommendation of the Superintendent that the contract with Time Warner Cable to provide an internet connection and Static IP address to the building located at 32500 Chardon Road, Willoughby Hills, for \$370.00 per month for 12 months be approved.

R-14-47

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve Time Warner Cable.

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

3. The Garland Company

Be it resolved upon the recommendation of the Superintendent that the contract with The Garland Company to replace the roof on the eastern portion of Eastlake Middle School for \$340,000.00 be approved.

R-14-48

It was moved by Mrs. Scott and seconded by Mrs. Newyear to Approve The Garland Company.

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

4. Media Representation and Broadcast Agreement

Be it resolved upon the recommendation of the Superintendent that the agreement with Spirit Broadcasting for sponsorships, advertising, and broadcasting of district games in

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which North and South High schools are participants, effective May 13, 2014 through June 30, 2016 be approved.

R-14-49

It was moved by Mrs. Zuren and seconded by Mrs. Newyear to Approve Media Representation and Broadcast Agreement.

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

5. Teaching Institute for Excellence in STEM (TIES) Consulting Contract

Be it resolved upon the recommendation of the Superintendent that the contract with the Teaching Institute for Excellence in STEM (TIES) to provide the district with resources and professional guidance to ensure that the “School of Innovation” is developed to meet the standards of STEM education, including curriculum design and staff professional development for \$245,000.00 effective May 2014 through August 2015 be approved.

R-14-50

It was moved by Mrs. Newyear and seconded by Mrs. Scott to Approve Teaching Institute for Excellence in STEM (TIES) Consulting Contract.

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

6. Classified Substitutes, Food Service Helper Substitutes, Project H.E.L.P. Tutors, Noon Aides, Noon Aide Substitutes, Student Monitors and Student Monitor Substitutes

Be it resolved upon the recommendation of the Superintendent that the rate of pay for Classified Substitutes, Food Service Helper Substitutes and Project H.E.L.P. Tutors be increased to \$10.00 per hour effective June 1, 2014 and the rate of pay for Noon Aides, Noon Aide Substitutes, Student Monitors and Student Monitor Substitutes be increased to \$10.00 per hour effective August 1, 2014.

R-14-51

It was moved by Mrs. Newyear and seconded by Mrs. Zuren to Approve Classified Substitutes, Food Service Helper Substitutes, Project H.E.L.P. Tutors, Noon Aides, Noon Aide Substitutes, Student Monitors and Student Monitor Substitutes.

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

7. 2014-15 Membership in the Ohio High School Athletic Association

WHEREAS, the Willoughby-Eastlake Board of Education has satisfied all the requirements for membership in the Ohio High School Athletic Association, a voluntary unincorporated association not-for-profit; and

WHEREAS, the Board of Education and its Administration desire for the schools with one or more grades at the 7-12 grade level under their jurisdiction to be voluntary members of the OHSAA;

NOW, THEREFORE, BE IT RESOLVED, that all secondary schools in the District do hereby voluntarily renew their membership in the OHSAA and that in doing so, the Constitution and Bylaws of the OHSAA are hereby adopted by this Boards as and for its own minimum student-athlete eligibility requirements. Notwithstanding the foregoing, the Board of Education does reserve the right to raise the student-athlete eligibility standards as the Board deems appropriate for the schools and students under its jurisdiction; and

BE IT FURTHER RESOLVED that the schools under this Board's jurisdiction agree to conduct their athletic programs in accordance with the Constitution, Bylaws, Regulations, interpretations and decisions of the OHSAA and to cooperate fully and timely with the Commissioner's Office of the OHSAA in all matters related to the interscholastic athletic programs of the schools. Furthermore, the schools under this Board's jurisdiction shall be the primary enforcers of the OSHAA Constitution, Bylaws and Sports Regulations and the interpretations and rulings rendered by the Commissioner's Office. The administrative heads of the schools understand that failure to discharge the duty of primary enforcement may result in fines, removal from tournaments, suspension from membership and/or other such penalties as prescribed in Bylaw 11.

R-14-52

It was moved by Mr. Brickner and seconded by Mrs. Scott to Approve 2014-15 Membership in the Ohio High School Athletic Association.

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

8. Intra-district Transfer

The Superintendent withdrew the recommendation that policy 5210.2, providing for intra-district transfers be adopted. **Exhibit I**

*9. Glencoe/McGraw-Hill Social Studies Recommendation

Be it resolved upon the recommendation of the Superintendent that the social studies texts be adopted for implementation in the 2014-15 school year. **Exhibit J**

*10. High School Summer Reading List Recommendation

Be it resolved upon the recommendation of the Superintendent that *The Fault in Our Stars* by John Green, and *The Perfect Shot* by Elaine Marie Alphin be approved for the English IV Grade 12 Summer Reading List.

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*11. Overnight/Out of District Field Trip Request

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 in Wooster, Ohio, from Thursday, May 22, 2014 to Friday, May 23, 2014 be approved and a waiver be granted for the 2 days of missed school.

*12. 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.

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-14-53

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

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

MEETING NOTIFICATION

The next Regular Board of Education Meeting is scheduled to be held Monday, June 23, 2014, 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 Mrs. Scott to approve Meeting Notification.

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

EXECUTIVE SESSION to discuss the sale and or acquisition of property

At 7:47 p.m., it was moved by Mrs. Zuren and seconded by Mrs. Newyear to adjourn to executive session to discuss sale and or acquisition of property.

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

At 8:20 p.m., it was moved by Mrs. Scott and seconded by Mr. Brickner to adjourn from executive session.

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

ADJOURNMENT

At 8:20 p.m., there being no further business, it was moved by Mrs. Newyear and seconded by Mr. Brickner 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