

## 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, **May13, 2013** at 7:05 p.m. in the Kennedy Community School located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Paul Brickner, Dan Hoffman, Connie Newyear, Sharon Scott, and Margaret Warner.

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

Approval of Minutes of April 8, 2013.

#### **R-13-23**

It was moved by Mrs. Scott and seconded by Mr. Hoffman to Approve the Minutes of April 8, 2013.

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

Approval of Minutes of April 16, 2013.

#### **R-13-24**

It was moved by Mrs. Newyear and seconded by Mrs. Scott to Approve the Minutes of April 16, 2013.

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

Approval of Minutes of April 29, 2013.

#### **R-13-25**

It was moved by Mrs. Scott and seconded by Mr. Brickner to Approve the Minutes of April 29, 2013.

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

### **TREASURER'S REPORT**

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|----|---|------------------|
| A. | <u>Financial Report for Month Ending March 31, 2013</u> | <b>Exhibit A</b> |
| B. | <u>Five-Year Forecast</u>                               | <b>Exhibit B</b> |

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.

**R-13-26**

It was moved by Mrs. Scott and seconded by Mr. Hoffman to Approve A Resolution for Five Year Forecast.

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

C. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$607,100.00 to the following funds to avoid month end deficits.

009-9460	\$470,000.00	516-9013	\$83,000.00
014-0000	\$15,000.00	572-9013	\$31,000.00
020-9460	\$8,000.00	587-9013	\$100.00

Be it further resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$4,000.00 to the following fund to allow the Tech Welding class to make travel arrangements for the National Conference in Kansas City.

200-9506	\$4,000.00
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D. Transfer of Funds

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

035-0000 Termination Benefit Fund	\$175,000.00
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E. Transfer of Funds (to donate to Student Activity)

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

<u>Transfer FROM Fund/SCC</u>	<u>Transfer TO Fund/SCC</u>	<u>Amount</u>
018-9210 North Public School Support	001-0000	\$600.00
018-9230 Tech Center Public School Support	001-0000	\$600.00

F. Transfer of Funds (to remit donated funds to Student Activity account)

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>
200-9506	\$1200.00	Tech Welding

G. Gifts and Donations (\$6,386.50)

1. Rebel Mom's donated \$4,155.00 to the South Principal's 018 Fund for Staff Grants
2. WEAGT donated \$750.00 to WMS Principal's 018 Fund for Power of the Pen
3. WEAGT also donated \$1,000.00 to the South Academic Decathlon 200 Fund
4. WMS PTO donated \$481.50 to WMS Principal's 018 Fund for the Hampstead Players

H. Proposed Budget for Lake County RSVP Program for April 1, 2013 – March 31, 2014

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>
599-9014	Lake County RSVP	\$165,813

I. Disposal of Auxiliary Account Non-Real Property **Exhibit C**

Be it resolved upon the recommendation of the Superintendent and Treasurer the items listed in Exhibit C have been determined to have no monetary or educational value, and their disposal be approved.

J. Donation of Non-Real Property to Auxiliary Account **Exhibit D**

Be it resolved upon the recommendation of the Superintendent and Treasurer the items listed in Exhibit D have been determined to have no monetary or educational value, and their donation to the Auxiliary Account be approved.

K. A Resolution Authorizing The Execution Of A Lease Agreement Between The Board Of Education And McKinley Community Outreach Center For The Lease Of The McKinley Elementary School.

**Exhibit E**

**R-13-27**

It was moved by Mrs. Newyear and seconded by Mrs. Scott to Approve A Resolution Authorizing The Execution Of A Lease Agreement Between The Board Of Education And McKinley Community Outreach Center For The Lease Of The McKinley Elementary School.

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

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- L. A Resolution Repealing Resolution No. R-13-05, Adopted On March 11, 2013, Declaring The Necessity Of, And Resolution No. R-13-21, Adopted On April 29, 2013, Determining To Proceed With, The Submission To The Electors Of The School District Of The Question Of The Issuance Of School Improvement Bonds In The Aggregate Principal Amount Of \$130,000,000 Pursuant To Section 133.18 Of The Revised Code, And Requesting, Authorizing And Directing The Lake County Board Of Elections To Remove That Question From The August 6, 2013 Ballot.

**Exhibit F**

**R-13-28**

It was moved by Mrs. Scott and seconded by Mr. Hoffman to Approve A Resolution Repealing Resolution No. R-13-05, Adopted On March 11, 2013, Declaring The Necessity Of, And Resolution No. R-13-21, Adopted On April 29, 2013, Determining To Proceed With, The Submission To The Electors Of The School District Of The Question Of The Issuance Of School Improvement Bonds In The Aggregate Principal Amount Of \$130,000,000 Pursuant To Section 133.18 Of The Revised Code, And Requesting, Authorizing And Directing The Lake County Board Of Elections To Remove That Question From The August 6, 2013 Ballot.

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

**SUPERINTENDENT'S REPORT**

1. CM at Risk Qualifications

Be it resolved upon the recommendation of the Superintendent that the CM at Risk Contract for energy savings projects within the district be awarded to Gardiner Trane of Solon, Ohio.

**R-13-29**

It was moved by Mrs. Scott and seconded by Mrs. Newyear to approve a resolution for CM at Risk Qualifications.

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

2. Locker Replacement Project at South High School

Be it resolved upon the recommendation of the Superintendent that the contract for the locker replacement project at South High School in the amount of \$ 223,700.00 be awarded to Whitehouse Construction Company, the contractor that submitted the lowest bid.

**R-13-30**

It was moved by Mr. Hoffman and seconded by Mrs. Newyear to approve a resolution for Locker Replacement Project at South High School.

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

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3. Interior Finishes and Doors Replacement Project at South High School

Be it resolved upon the recommendation of the Superintendent that the contract for interior finishes and doors replacement project at South High School in the amount of \$1,711,500.00 be awarded to John G. Johnson Construction, the contractor that submitted the lowest bid.

**R-13-31**

It was moved by Mrs. Scott and seconded by Mr. Hoffman to approve a resolution for Interior Finishes and Doors Replacement Project at South High School.

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

4. Door and Aluminum and Glass Framing System Replacement Project at South High School

Be it resolved upon the recommendation of the Superintendent that the contract for the door and aluminum and glass framing system replacement project at South High School in the amount of \$ 520,000.00 be awarded to Capstone Construction Company, the contractor that submitted the lowest bid.

**R-13-32**

It was moved by Mrs. Newyear and seconded by Mr. Brickner to approve a resolution for Door and Aluminum and Glass Framing System Replacement Project at South High School.

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

5. Adoption of Middle School & High School Science Program

Be it resolved upon the recommendation of the Superintendent that the Elementary Science Program for implementation in the 2013-14 school year be approved.

**Exhibit G**

6. Purchase of a 2013 Ford E-150 Eight Passenger Van

Be it resolved upon the recommendation of the Superintendent that a purchase order be issued in the amount of \$21,325.00 to Classic Ford, the company that submitted the lowest quote.

7. Acceptable Use of Education Technology Equipment

Be it resolved upon the recommendation of the Superintendent that policy 5118, providing for the acceptable use of education technology equipment for the district be adopted.

**Exhibit H**

8. 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 23, 2013 to Friday, May 24, 2013 be approved and a waiver be granted for the 2 days of missed school.

9. Overnight/Out of District Field Trip Request

Be it resolved upon the recommendation of the Superintendent that an educational trip for the Spanish Students at North and South High Schools to visit Chicago, Illinois, from Saturday, October 5, 2013 to Monday, October 7, 2013 be approved and a waiver be granted for the 1 day of missed school.

10. Overnight/Out of District Field Trip Request

Be it resolved upon the recommendation of the Superintendent that an educational trip for the North High School Marching Band to perform at the Magic Kingdom at Walt Disney World in Orlando, Florida, from Monday, April 14, 2014 to Saturday, April 19, 2014 be approved.

11. 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-13-33**

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It was moved by Mrs. Scott and seconded by Mr. Hoffman 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 10, 2013, 7:00 p.m., in the Kennedy Community School located at 34050 Glen Dr., Eastlake, OH.

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

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

### **EXECUTIVE SESSION**

At 7:45 p.m., it was moved by Mrs. Newyear and seconded by Mr. Hoffman to adjourn to executive session for the purpose of promotion/demotion of a public employee.

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

At 9:03 p.m., it was moved by Mr. Hoffman and seconded by Mrs. Scott to adjourn the executive session.

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

### **ADJOURNMENT**

At 9:04 p.m., there being no further business, it was moved by Mrs. Newyear and seconded by Mr. Hoffman 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.

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President

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Treasurer