

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, **October 8, 2018** at 7:02 p.m. in the Northern Career Institute- Eastlake Campus located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Thomas Beal, Brian Jones, Rena Perchinske, 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.

Allison Aber, Longfellow Elementary Principal, and Lisa George, Jefferson Elementary Principal, discussed the District's plan for academic improvement and what it looks like at Jefferson and Longfellow Elementary Schools. They also shared Jefferson and Longfellow's data with the Board.

Gina Kevern, Director of Curriculum, Instruction and Assessment, was present to discuss Illuminate.

An update on construction was discussed.

Approval Of Minutes Of September 10, 2018.

R-18-100

It was moved by Mrs. Zuren and seconded by Mrs. Perchinske to Approve the Minutes Of September 10, 2018.

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

TREASURER'S REPORT

A. 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 September 1 and October 31;

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

R-18-101

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

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

*B. Financial Report for Month Ending September 30, 2018 **Exhibit 3B**

*C. Amended Appropriations for FY19

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY19 be approved **Exhibit 3C**

*D. 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 3D**

*E. Western Reserve Area Agency on Aging Contract

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following contract with Western Reserve Area Agency on Aging be approved.

Exhibit 3E

*F. Stop Loss Contract with Medical Mutual of Ohio

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Stop Loss Contract with Medical Mutual of Ohio be approved.

Exhibit 3F

*G. Renewal Addendum/ASO Contract with Medical Mutual Services, LLC

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Renewal Addendum/ASO Contract with Medical Mutual Services, LLC be approved.

Exhibit 3G

*H. 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

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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 \$50,000 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
290476- W.B. Mason Co	10,000.00	16,957.77	6,957.77

To approve the following Then and Now Certificates

PO Number	Vendor	Description
190352	Lake Health	Then & Now Athletic Trainer Fees 2016-17, 17-18, 18-19
190353	Lake Health	Then & Now Athletic Trainer Fees 2016-17, 17-18, 18-19
190342	Lake County Historical Society	Field Trips on 9/24 and 9/26
290980	Multi-County Juvenile	Prior FY Then & Now for Juvenile Detention Center 12/6/17- 12/15/17

To approve the following Blanket Certificates of \$50,000 or more

Requisition	Vendor	Amount	Description
FIN966	Medical Mutual of Ohio	2,643,000.00	9/10/18-12/31/18 Blanket for employee medical, dental, vision, and prescription ins. coverage
FIN972	STRS	176,700.00	Blanket for Board paid STRS 10/1/18-12/31/18
FIN971	NEO	100,000.00	10/1/18-12/31/18 Blanket for Health Care Reimbursement

*I. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$61,050.00 to the following fund(s) to avoid negative balance at month end.

<u>Fund/SCC</u>	<u>Advance</u>
006-0000	\$33,400.00
439-9019	\$1,650.00
516-9019	\$12,800.00
551-9019	\$3,650.00
587-9019	\$3,050.00

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590-9019 \$6,500.00

***J. Return of Advances**

Be it resolved upon the recommendation of the Treasurer that advances totaling \$18,500.00 be returned to the General Fund:

<u>Fund/SCC</u>	<u>Amount of Return</u>
413-9018	\$18,500.00

***K. 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

***L. Transfer of Funds (to close accounts- FY18 into FY19)**

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amount be transferred to the following Fund/SCC.

<u>Transfer FROM Fund/SCC</u>	<u>Transfer TO Fund/SCC</u>	<u>Amount</u>
502-9018 Adult Programs	502-9019 Adult Programs	\$565,442.60

***M. Gifts and Donations**

1. North Class of 1972 Event (50/50 Raffle) donated \$370.00 to the North Class of 1972 Scholarship Fund, 007-9030.

SUPERINTENDENT’S REPORT

A. Graduation Requirements

Mrs. Perchinske told a story about her daughter, and said there are many other stories about other students who are missing points to graduate. She asks, do our legislators understand they are not looking at the whole child? Her daughter, who currently has an overall G.P.A. of 3.5, will take a state Assistant Nursing exam in March. If she passes, she will be qualified to take care of somebody’s loved one, get a paycheck, and a grade for her class. According to that test, she is qualified for the real world. According to AIR testing, she is not, by being shy one point. Mrs. Perchinske says the alternative pathways from last year should not have been taken away between junior and senior year and if there are changes to be made, it must happen with the incoming freshman class. Mrs. Perchinske also thanked the “wonderful” teachers her daughter has had over the years. She also said with confidence that the Board, Superintendent Steve Thompson, and the administration are here and committed to seeing

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these students, like her daughter, graduate. They feel the whole child needs to be looked at in their entirety and that is why they are making sure they are their voice to bring about change, as they meet with local legislators over the next three weeks.

B. 2018-2019 IDEA Part B Special Education Funds

Each year, the District receives federal funds to supplement programs for students with disabilities. Currently, these funds are used to support testing, provide services and purchase materials for special education classrooms. The District determines how these funds will be used in the 2018-2019 school year. **Exhibit 4B**

SUPERINTENDENT'S REPORT- Resolutions

A. 2018-2019 Classified Substitutes Pay Rate Increase

Be it resolved upon the recommendation of the Superintendent and Treasurer that the rate of pay for Classified Substitutes be increased from \$10.00 per hour to \$10.25 per hour effective for the 2018-2019 school year.

R-18-102

It was moved by Mrs. Perchinske and seconded by Dr. Beal to Approve the 2018-2019 Classified Substitutes Pay Rate Increase.

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

B. 2018-2019 Professional Development Stipends

Be it resolved upon the recommendation of the Superintendent and Treasurer that the stipends for Professional Development for the 2018-2019 school year be approved. **Exhibit 5B**

R-18-103

It was moved by Mrs. Zuren and seconded by Mr. Jones to Approve the 2018-2019 Professional Development Stipends.

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

C. 2018-2019 Adult Welding Salary Schedule

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Adult Welding Salary Schedule for the 2018-2019 school year be approved. **Exhibit 5C**

R-18-104

It was moved by Mr. Jones and seconded by Dr. Beal to Approve the 2018-2019 Adult Welding Salary Schedule.

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

D. Memorandum of Agreement

Be it resolved upon the recommendation of the Superintendent and the Treasurer that the attached Memorandum of Agreement with WETA be approved. **Exhibit 5D**

R-18-105

It was moved by Mrs. Perchinske and seconded by Mrs. Zuren to Approve the Memorandum of Agreement.

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

*E. School Safety Training Grant

Be it resolved upon the recommendation of the Superintendent and Treasurer that the School Safety Training Grant from the State of Ohio for the 2018-2019 school year in the amount of \$44,041.75 be approved. **Exhibit 5E**

*F. Novel Recommendation for Advanced Placement Course

Be it resolved upon the recommendation of the Superintendent that the novel, "Battle Hymn of the Mother Tiger", for use in the high school English Language Arts curriculum, specifically for the Advanced Placement (AP) course be approved. **Exhibit 5F**

*G. 2018 LPDC Handbook

Be it resolved upon the recommendation of the Superintendent that the 2018 LPDC (Local Professional Development Committee) Handbook revisions be approved. **Exhibit 5G**

*H. Transportation Bus Stops

Be it resolved upon the recommendation of the Superintendent that the following list of transportation bus stops for the 2018-2019 school year be approved. **Exhibit 5H**

*I. Modification to Mediation Agreement

Be it resolved upon the recommendation of the Superintendent that the Modification to Mediation Agreement be approved.

*J. 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 Schools Seniors to visit Washington D.C. on Thursday, November 15, 2018 through Saturday, November 17, 2018 be approved and a waiver granted for the two days of missed school.

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*K. Overnight and/or Out of State Field Trip Request (South)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the Willoughby South High Girls golf team to participate in a golf tournament that was held on Sunday, September 30, 2018 through Monday, October 1, 2018 be approved and a waiver granted for the one day of missed school.

*L. Adoption of Policy 1230 - Responsibilities of the Superintendent, Policy 1240 - Evaluation of the Superintendent and Policy 1320 - Duties of the Treasurer

Be it resolved that Policy 1230 - Responsibilities of the Superintendent, Policy 1240 - Evaluation of the Superintendent and Policy 1320 - Duties of the Treasurer be adopted.

Exhibit 5L

*M. 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 5M

SUPERINTENDENT'S REPORT- Policies

A. First reading of the following:

1. Policy 0131 - Legislative (Bylaws)
2. Policy 0141.2 - Conflict of Interest (Bylaws)
3. Policy 0164 - Notice of Meetings (Bylaws)
4. Policy 0165.1 - Regular Meetings (Bylaws)
5. Policy 0165.2 - Special Meetings (Bylaws)
6. Policy 0165.3 - Recess/Adjournment (Bylaws)
7. Policy 0166 - Executive Session (Bylaws)
8. Policy 0168 - Minutes (Bylaws)
9. Policy 0169.1 - Public Participation at Board Meetings (Bylaws)
10. Policy 1240.01 - Non-Reemployment of the Superintendent (Administration)
11. Policy 1422 - Nondiscrimination and Equal Employment (Administration)
12. Policy 1541 - Termination and Resignation (Administration)
13. Policy 1662 - Anti-Harassment (Administration)

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14. Policy 2111 - Parent and Family Engagement (Programs)
15. Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity (Programs)
16. Policy 2261 - Title I Services (Programs)
17. Policy 2261.01 - Parent and Family Participation in Title I Programs (Programs)
18. Policy 2261.03 - District and School Report Card (Programs)
19. Policy 2370.01 - Blended Learning (Programs)
20. Policy 3122 - Nondiscrimination and Equal Employment Opportunity (Professional Staff)
21. Policy 3140 - Termination and Resignation (Professional Staff)
22. Policy 3362 - Anti-Harassment (Professional Staff)
23. Policy 4122 - Nondiscrimination and Equal Employment Opportunity (Classified Staff)
24. Policy 4140 - Termination and Resignation (Classified Staff)
25. Policy 4162 - Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety Sensitive Functions (Classified Staff)
26. Policy 4362 - Anti-Harassment (Classified Staff)
27. Policy 5517 - Anti-Harassment (Students)
28. Policy 5517.02 - Sexual Violence (Students)
29. Policy 5610 - Removal, Suspension, Expulsion and Permanent Exclusion of Students (Students)
30. Policy 5610.02 - In-School Discipline (Students)
31. Policy 5610.03 - Emergency Removal of Students (Students)
32. Policy 5611 - Due Process Rights (Students)
33. Policy 6320 - Purchasing and Bidding (Finance)
34. Policy 6325 - Procurement - Federal Grants/Funds (Finance)
35. Policy 6423 - Use of Credit Cards (Finance)
36. Policy 8141 - Mandatory Reporting of Misconduct by Licensed Employees (Operations)
37. Policy 8403 - School Resource Officer (Operations)

***MEETING NOTIFICATION**

The next Special/Regular Board of Education Meeting is scheduled for Monday, November 19, 2018, 6:00 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-18-106

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

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

Board Discussion: Self-Evaluations

ADJOURNMENT

At 10:10 p.m., there being no further business, it was moved by Mrs. Zuren 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