

## 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 9, 2017** at 7:11 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.

**Public Comment:** Jan Clair, Director of the Bd. of Elections, was present to discuss information in a draft levy document.

The principals of Eastlake Middle and Longfellow Elementary Schools shared the implementation and success of the "Imagine It" grant: Eastlake Middle - The Dab Lab, Longfellow Elementary - Mighty Mustang Learning Lab.

Approval Of Minutes Of September 11, 2017.

#### **R-17-59**

It was moved by Mrs. Scott and seconded by Mrs. Zuren to Approve the Minutes Of September 11, 2017.

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

Approval Of Minutes Of September 26, 2017.

#### **R-17-60**

It was moved by Mrs. Perchinske and seconded by Mrs. Warner to Approve the Minutes Of September 26, 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 September 30, 2017

**Exhibit 3A**

\*B. Amended Appropriations for FY18

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Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY18 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. Five-Year Forecast **Exhibit 3D**

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;

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

**R-17-61**

It was moved by Mrs. Scott and seconded by Mrs. Zuren to Approve the Five-Year Forecast.

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

E. Builders Risk Policy

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Builders Risk policy with Travelers, with a total premium of \$86,345.00, be approved. **Exhibit 3E**

**R-17-62**

It was moved by Mrs. Zuren and seconded by Mrs. Perchinske to Approve the Builders Risk Policy.

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

\*F. 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,

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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 \$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

<b>Purchase Order</b>	<b>P.O. Amount</b>	<b>Invoice Amount</b>	<b>Increase</b>
280431- House Hasson Hardware Co.	12,000.00	27,825.91	15,825.91
280414- School Specialty	9,500.00	20,452.99	10,952.99

To approve the following Then and Now Certificates

<b>PO Number</b>	<b>Vendor</b>	<b>Description</b>
380263	University Hosp Med Group	IEE Testing 5-15- 6-22-17
280945	Best Truck Equip., Inc.	Shelving & utility hooks for new vans for bldgs. & grounds dept.
281037	Best Truck Equip., Inc.	Shelving, racks, partitions, ladder keeper for bldgs. & grounds vehicles
380231	Cyberbit Solutions LLC	Managed IT Services blanket PO 8/1/17-12/31/17
281141	General Glass & Screen, Inc.	Safety glass installation at NCI-Willoughby
281168	Carrington Youth Academy, LLC	Tuition for Educational Services August -October 2012

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

<b>Requisition</b>	<b>Vendor</b>	<b>Amount</b>	<b>Description</b>
FIN837	STRS	175,400.00	Blanket for Board paid STRS 10/01/17-12/31/17
FIN836	NEO	100,000.00	10/01/17-12/31/17 Blanket for Health Care Reimbursement
FIN835	Medical Mutual of Ohio	2,235,000.00	10/01/17-12/31/17 Blanket for Employee medical, dental, vision, and prescription ins. coverage
PUPS169	PSI	63,969.52	PSI Services for Andrews Osborne for 17-18 school yr.



2. WWMS PTSO donated \$781.68 to Willowick Middle, 018-9330.
3. DTW Bar & Restaurant Association donated \$1,500.00 to Autism Community, 007-9002.
4. Edison PTO donated \$6,000.00 to Edison Elementary for transportation, 018-9410.

\*L. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY18

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 FY18 be approved: **Exhibit 3L**

Fund/SCC	School	Account Description	Amount	
011-0000	NCIW	Auto Body	3,680.00	New FY18 Budget Only
011-9001	NCIW	Auto Services	15,200.00	New FY18 Budget Only
011-9003	NCIW	Cosmetology	16,000.00	New FY18 Budget Only
018-9110	BOE	Superintendent	31,200.00	Revised FY18 P&G Only
018-9212	North High School	North High School English	9,000.00	Revised FY18 Budget Only
018-9217	North High School	North High Bike Club	1,610.00	New FY18 Budget; New FY18 P&G
018-9450	Royalview Elementary	Royalview (Main)	57,950.00	Revised FY18 Budget Only
200-9419	South High School	South High Yearbook	3,400.00	New FY18 Budget; New FY18 P&G

**SUPERINTENDENT’S REPORT- Resolutions**

A. Termination of Employment

Be it resolved upon the recommendation of the Superintendent and Treasurer that the termination of employment of Timothy Backovski for violation of Board Policies 4139 and 4140 be approved. **Exhibit 4A**

**R-17-63**

It was moved by Mrs. Warner and seconded by Mrs. Scott to Approve the Termination of Employment.

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

\*B. Special Services Agreements

Be it resolved upon the recommendation of the Superintendent that agreements be entered into with the following institutions for providing special services to students with disabilities for the 2017-2018 school year: Around the Clock Home Care (nursing services) and PSI Affiliates, Inc./PSI Associates, Inc. (revised and Cornerstone). **Exhibit 4B**

\*C. Overnight and/or Out of State Field Trip Request (North High)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the North High School Advanced World Language Students to visit Ottawa, Quebec,

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Montreal, Toronto and Niagara Falls, Canada on Saturday, June 16, 2018 through Saturday, June 23, 2018 be approved.

\*D. 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 4D**

**SUPERINTENDENT'S REPORT- Policies**

A. First Reading for the following policies:

1. 2271 - College Credit Plus Program (Program)
2. 2464 - Gifted Education and Identification (Program)
3. 4120.05 - Employment of Substitute Educational Aides (Classified Staff)
4. 5136 - Personal Communication Devices (Students)
5. 513601 - Electronic Equipment (Students)
6. 5200 - Attendance (Students)
7. 5330 - Use of Medications (Students)
8. 5530 - Drug Prevention (Students)
9. 6233 - Amenities for Participants at Meetings and/or Other Occasions (Finances)
10. 6680 - Recognition (Finances)
11. 7300 - Disposition of Real Property/Personal Property (Property)
12. 7540.03 - Student Technology Acceptable Use and Safety (Property)

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13. 7540.04 - Staff Technology Acceptable Use and Safety (Property)
14. 7540.05 - District-Issued Staff E-Mail Account (Property)
15. 7540.06 - District-Issued Student E-Mail Account (Property)
16. 8600.04 - Bus Driver Certification (Operations)
17. 9141 - Business Advisory Council (Relations)

**\*MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, November 6, 2017, 7:00 p.m., at the Northern Career Institute- Eastlake Campus located at 34050 Glen Dr., Eastlake, OH.

This meeting was changed from November 13, 2017 to November 6, 2017 due to the OSBA conference in Columbus.

**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-17-64**

It was moved by Mrs. Zuren and seconded by Mrs. Perchinske 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 7:54 p.m., there being no further business, it was moved by Mrs. Scott and seconded by Mrs. Warner 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