

## 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, **November 6, 2017** at 7:00 p.m. in the Northern Career Institute- Eastlake Campus located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Connie Newyear, 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.

Victoria Morley, NCI-Eastlake Coordinator, and Deanna Elsing, NCI-Willoughby Coordinator, presented on the Northern Career Institute's alignment to the district's strategic plan encompassing ReImagine19. They discussed how they are implementing and addressing educating the whole student, real-world learning and community partnerships.

Approval Of Minutes Of October 9, 2017.

#### **R-17-65**

It was moved by Mrs. Scott and seconded by Mrs. Zuren to Approve the Minutes Of October 9, 2017.

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

#### **TREASURER'S REPORT**

- A. A RESOLUTION APPROVING AND AUTHORIZING A FOURTH SUPPLEMENTAL LEASE-PURCHASE AGREEMENT AND RELATED DOCUMENTS PROVIDING FOR REFINANCING THE COSTS OF THE CONSTRUCTION, FURNISHING AND EQUIPPING, AND THE LEASE AND EVENTUAL ACQUISITION, OF IMPROVEMENTS TO THE SCHOOL DISTRICT'S SCHOOL BUILDINGS AND BUILDING SITES AND OTHER IMPROVEMENTS FOR SCHOOL DISTRICT PURPOSES, AND AUTHORIZING AND APPROVING OTHER RELATED MATTERS.

**Exhibit 3A**

#### **R-17-66**

It was moved by Mrs. Warner and seconded by Mrs. Scott to Approve A RESOLUTION APPROVING AND AUTHORIZING A FOURTH SUPPLEMENTAL LEASE-PURCHASE AGREEMENT AND RELATED DOCUMENTS PROVIDING FOR REFINANCING THE COSTS OF THE CONSTRUCTION, FURNISHING AND EQUIPPING, AND THE LEASE AND EVENTUAL

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ACQUISITION, OF IMPROVEMENTS TO THE SCHOOL DISTRICT'S SCHOOL BUILDINGS AND BUILDING SITES AND OTHER IMPROVEMENTS FOR SCHOOL DISTRICT PURPOSES, AND AUTHORIZING AND APPROVING OTHER RELATED MATTERS.

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

- B. A RESOLUTION APPROVING AND AUTHORIZING A FOURTH SUPPLEMENTAL LEASE-PURCHASE AGREEMENT AND RELATED DOCUMENTS PROVIDING FOR REFINANCING THE COSTS OF THE CONSTRUCTION, FURNISHING AND EQUIPPING, AND THE LEASE AND EVENTUAL ACQUISITION, OF IMPROVEMENTS TO THE SCHOOL DISTRICT'S SCHOOL BUILDINGS AND BUILDING SITES AND OTHER IMPROVEMENTS FOR SCHOOL DISTRICT PURPOSES, REPEALING A RESOLUTION ADOPTED ON AUGUST 14, 2017, AND AUTHORIZING AND APPROVING OTHER RELATED MATTERS.

**Exhibit 3B**

**R-17-67**

It was moved by Mrs. Zuren and seconded by Mrs. Warner to Approve A RESOLUTION APPROVING AND AUTHORIZING A FOURTH SUPPLEMENTAL LEASE-PURCHASE AGREEMENT AND RELATED DOCUMENTS PROVIDING FOR REFINANCING THE COSTS OF THE CONSTRUCTION, FURNISHING AND EQUIPPING, AND THE LEASE AND EVENTUAL ACQUISITION, OF IMPROVEMENTS TO THE SCHOOL DISTRICT'S SCHOOL BUILDINGS AND BUILDING SITES AND OTHER IMPROVEMENTS FOR SCHOOL DISTRICT PURPOSES, REPEALING A RESOLUTION ADOPTED ON AUGUST 14, 2017, AND AUTHORIZING AND APPROVING OTHER RELATED MATTERS.

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

- C. Five-Year Forecast- revised

Be it resolved upon the recommendation of the Treasurer that the revised Five-Year Forecast be approved.

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.

**Exhibit 3C**

**R-17-68**

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

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

D. Appointment of Agent (Pennoni Associates)

Be it resolved up on the recommendation of the Superintendent and Treasurer that the following appointment of Pennoni Associates as an agent to act in Willoughby-Eastlake City Schools' name, place, and stead in any way which it could act with respect to researching, negotiating, terminating, rescinding and delivering energy product and service agreements with competitive energy suppliers and utilities be approved. **Exhibit 3D**

**R-17-69**

It was moved by Mrs. Zuren and seconded by Mrs. Warner to Approve the Appointment of Agent (Pennoni Associates).

On a call of the roll, the following vote was cast: 4 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 \$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>
280435- Office Depot	15,000.00	20,400.50	5,400.50

To approve the following Then and Now Certificates

<b>PO Number</b>	<b>Vendor</b>	<b>Description</b>
281242	Wright Specialty Insurance	For claim- legal fees

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380284	PSI	PSI services for Andrews Osborne for 17-18 school yr.
180462	Tri-C Distributors	Brochure sale
180450	WWMS Event Workers	City of Willowick Paramedics- football game 8/16/17
281331	Security Integration	Monitoring fire and security alarms within district eff. Oct.-Dec. 2017

\*F. Transfer of Funds (to close account)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following be transferred from the closed account:

Close Fund/SCC	Amount	Transfer to Fund/SCC
018-9701 School of Innovation (to be closed)	\$5,773.09	018-9250 School of Innovation (main)

\*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	\$115,000.00
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\*H. 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
PPG Industries, Inc.- to Jefferson Elementary	019-9432	\$1,000.00

\*I. Gifts and Donations

1. School of Innovation PTO donated \$450.00 to SOI for the first Lego League registration, 018-9701.
2. Jim Shannon donated a 1998 Chrysler to Northern Career Institute for use by the Auto Collision program.
3. BWX Technologies, Inc. donated \$500.00 to School of Innovation, 018-9250.
4. South Band Boosters donated \$1,150.00 to South Marching Band, 200-9413.

\*J. 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 3J**

Fund/SCC	School	Account Description	Amount				
018-9420	Grant Elementary School	Grant (Main)	47,800.00	Revised FY18 Budget; Revised FY18 P&G			
019-9240	NCIE	Health Informatics Pilot Site	5,000.00	New FY18 Budget Only			
022-9302	North High School	North OHSAA Tournaments	1,070.00	Revised FY18 Budget Only			
200-9412	South High School	South High Key Club	9,080.00	New FY18 Budget; New FY18 P&G			

**SUPERINTENDENT’S REPORT- Resolutions**

**\*A. Special Services Agreement**

Be it resolved upon the recommendation of the Superintendent that an agreement be entered into with the Wooster City School District for providing special services to students with disabilities for the 2017-2018 school year. **Exhibit 4A**

**\*B. Parent/Guardian Transportation Agreement**

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Parent/Guardian Transportation Agreement be approved. **Exhibit 4B**

WHEREAS, parents/guardians of those pupils listed in this agenda have requested that transportation be provided to various private or parochial schools; and

WHEREAS, it has been determined that these pupils are eligible to receive transportation in accordance with Section 3327.01 of the Ohio Revised Code; and

WHEREAS, the manager of transportation, after examination of existing school bus routes, time schedules, student residence locations, school location, and available school conveyances had determined that such services by school conveyance is impractical;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education declares such services by school conveyance is impractical; and

BE IT FURTHER RESOLVED that the Board authorizes offering parents/guardians of pupils attending these schools payment in lieu of providing such services, that the amount which is reimbursed by the state to the district and shall not exceed the state average cost to transport all pupils in the state the preceding year.

**\*C. 2018-2019 District Calendar**

Be it resolved upon the recommendation of the Superintendent that the District Calendar for the 2018-2019 school year be approved. **Exhibit 4C**

\*D. Adoption of the following policies:

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following policies be adopted. **Exhibit 4D**

1. 2271 - College Credit Plus Program (Program)
2. **2464 - Gifted Education and Identification (Program)- Tabled**
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)
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)

\*E. 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 4E**

**SUPERINTENDENT'S REPORT- Policies**

A. First Reading for the following policy:

1. 8451 Pediculosis (headlice) or other Unwanted Infestations

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**\*MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, December 11, 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-17-70**

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

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

**ADJOURNMENT**

At 7:30 p.m., there being no further business, it was moved by Mrs. Warner and seconded by Mrs. Scott to adjourn.

On a call of the roll, the following vote was cast: 4 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