

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 19, 2018** at 6:34 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, 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.

At 6:34 p.m., it was moved by Mrs. Zuren and seconded by Mr. Jones to adjourn to executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

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

At 7:10 p.m., it was moved by Dr. Beal and seconded by Mrs. Zuren to adjourn the executive session and reconvene the regular meeting.

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

Jessica Lipold, North High Teacher, was present to provide a Gifted Services overview.

Michael Samber, Grant Elementary Principal, and Jatina Threat, Edison Elementary Principal, discussed the district's focus and plan for academic improvement during the 2018-2019 school year at their buildings.

Approval Of Minutes Of October 8, 2018.

R-18-107

It was moved by Mr. Jones and seconded by Dr. Beal to Approve the Minutes Of October 8, 2018.

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

An AECOM update on construction projects was provided.

TREASURER’S REPORT

*A. Financial Report for Month Ending October 31, 2018 **Exhibit 3A**

*B. Amended Appropriations for FY19

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY19 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. A RESOLUTION AUTHORIZING A SETTLEMENT AGREEMENT WITH BELFOR AND A PAYMENT OF \$800,000 TO BELFOR TO RESOLVE ALL OUTSTANDING ISSUES BETWEEN THE DISTRICT AND BELFOR

Be it resolved upon the recommendation of the Superintendent and Treasurer that A RESOLUTION AUTHORIZING A SETTLEMENT AGREEMENT WITH BELFOR AND A PAYMENT OF \$800,000 TO BELFOR TO RESOLVE ALL OUTSTANDING ISSUES BETWEEN THE DISTRICT AND BELFOR be approved.

Exhibit 3D

R-18-108

It was moved by Mr. Jones and seconded by Dr. Beal to Approve the RESOLUTION AUTHORIZING A SETTLEMENT AGREEMENT WITH BELFOR AND A PAYMENT OF \$800,000 TO BELFOR TO RESOLVE ALL OUTSTANDING ISSUES BETWEEN THE DISTRICT AND BELFOR.

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:

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

Purchase Order	P.O. Amount	Invoice Amount	Increase
290245- Farnham Equipment Co	3,560.00	6,572.00	3,012.00

To approve the following Then and Now Certificates

PO Number	Vendor	Description
190438	Scholastic Book Fairs	1st Book Fair
190425	Tri-C Distributors	Brochure sale

*F. Amendment to the 2018 RSVP Recipient Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amendment to the 2018 RSVP Recipient Agreement be approved. **Exhibit 3F**

*G. 2019 HRA Plan Design

Be it resolved upon the recommendation of the Superintendent and Treasurer that the 2019 HRA Plan Design be approved. **Exhibit 3G**

*H. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$179,500.00 to the following fund(s) to avoid negative balance at month end.

<u>Fund/SCC</u>	<u>Advance</u>
006-0000	\$148,500.00
401-9319	\$31,000.00

*I. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$239,100.00 be returned to the General Fund:

<u>Fund/SCC</u>	<u>Amount of Return</u>
413-9019	\$210,500.00
439-9018	\$950.00
439-9019	\$1,650.00
516-9019	\$12,800.00
551-9019	\$3,650.00
587-9019	\$3,050.00

590-9019 \$6,500.00

***J. Transfer TO Unclaimed Funds**

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following transfers from the General Fund (001) be approved:

<u>Transfer TO Fund/SCC</u>	<u>Amount</u>
007-9015	\$526.25
007-9015	\$3,116.70

***K. Transfer of Funds (to close Fund/SCC)**

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amount be transferred to the General Fund (001-0000) from the closed Fund/SCC listed below.

<u>Transfer FROM Fund/SCC</u>	<u>Amount</u>
200-9320 North High Class of 2018	\$3,710.59

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amount be transferred from the General Fund (001-0000) to the Fund/SCC listed below.

<u>Transfer TO Fund/SCC</u>	<u>Amount</u>
200-9322 North High Class of 2019	\$3,710.59

***L. 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

***M. 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
ODE- to IDEA-B Restoration	516-9219	\$17,428.55
ODE- to IDEA Early Childhood Restoration	587-9219	\$14,762.51

ODE- to School Safety Training Grant	499-9519	\$44,041.75
The Martha Holden Jennings Foundation- to Jefferson Elementary	007-9052	\$7,500.00
The Martha Holden Jennings Foundation- to Edison Elementary	007-9055	\$780.00

*N. Gifts and Donations

1. Alliance for Working Together Foundation donated \$357.76 to School of Innovation, 018-9250.
2. Mark Minadeo Jr. donated a 2003 Chevy Impala to NCI-W for use by the Auto Collision program.
3. North Music Boosters Association donated \$5,112.71 to North High Music Programs, 200-9304.
4. School of Innovation PTO donated \$5,000.00 to SOI, 018-9250.

*O. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY19

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 FY19 be approved:

Exhibit 30

Fund/SCC	School	Account Description	Amount	
007-9052	Jefferson Elementary School	Jefferson Jennings	7,500.00	New Account; New FY19 Budget Only
007-9055	Edison Elementary School	Edison Jennings	780.00	New FY19 Budget Only

*P. Sale of the Surplus Equipment by Public Auction or Scrap

A resolution declaring the surplus equipment of the Board of Education listed is no longer needed for any school purpose and authorizing the sale of the surplus equipment by public auction or scrap.

	Year	Make/Model	VIN
#154	2008	Ford F350	1FTWF31518EC79803

Misc. items:

Karcher Pressure Washer	Serial # 00270	HDS-650
Kellogg Air Compressor-10HP-200 gallon capacity	Serial # 811459	Model 8452B0
Walker Air Floor Jack	Asset # 290, Serial # 00290	93662

Revised:

Bus #	Asset#	Year	Make	VIN
#9	60582	2005	Blue Bird	1BABHCKA35F219414
#72	60566	2000	Blue Bird	1BAAHCPA0YF094512
#226	60513	2006	Blue Bird	1BAKBCKA26F237812

SUPERINTENDENT’S REPORT- Resolutions

A. Elevator Modernization Proposal for Central Office

Be it resolved upon the recommendation of the Superintendent and Treasurer that the elevator modernization proposal for Central Office from Schindler Elevator Corporation in the amount of \$202,545.00 be approved. **Exhibit 4A**

R-18-109

It was moved by Mrs. Zuren and seconded by Mr. Jones to Approve the Elevator Modernization Proposal for Central Office.

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

B. Lake County YMCA Contract Renewal for School-Aged Child Care

Be it resolved upon the recommendation of the Superintendent and Treasurer that the contract renewal for school-aged child care between the Lake County YMCA and the district effective July 1, 2019 through June 30, 2024 be approved. **Exhibit 4B**

R-18-110

It was moved by Dr. Beal and seconded by Mr. Jones to Approve the Lake County YMCA Contract Renewal for School-Aged Child Care.

On a call of the roll, the following vote was cast: 3 Yes Votes. Mrs. Warner abstained. Motion carried.

C. Agreement Regarding Provision of Nursing Services

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Agreement Regarding Provision of Nursing Services for the 2018-2019 school year be approved.

R-18-111

It was moved by Mrs. Zuren and seconded by Mr. Jones to Approve the Agreement Regarding Provision of Nursing Services.

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

*D. 2019-2020 District Calendar

Be it resolved upon the recommendation of the Superintendent that the district calendar for the 2019-2020 school year be approved. **Exhibit 4D**

*E. Parent/Guardian Transportation Agreement

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

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. **Exhibit 4E**

*F. Adoption of the following Policies:

Be it resolved upon the recommendation of the Superintendent that the attached policies be adopted. **Exhibit 4F**

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)
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)

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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)

*G. 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 4G

H. Personnel Agenda - Brass Advisor

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;

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NOW, THEREFORE, BE IT RESOLVED that the attached Personnel Agenda be approved.

Exhibit 4H

R-18-112

It was moved by Mr. Jones and seconded by Mrs. Zuren to Approve the Personnel Agenda - Brass Advisor.

On a call of the roll, the following vote was cast: 3 Yes Votes. Dr. Beal abstained. Motion carried.

***MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, December 10, 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-18-113

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

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

At 8:35 p.m., it was moved by Mrs. Zuren and seconded by Dr. Beal to adjourn to executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

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

At 9:51 p.m., it was moved by Mrs. Zuren and seconded by Mr. Jones to adjourn the executive session and reconvene the regular meeting.

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

ADJOURNMENT

At 9:51 p.m., there being no further business, it was moved by Dr. Beal and seconded by Mrs. Zuren to adjourn.

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

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The video tape of the meeting is hereby incorporated herein by reference.

President

Treasurer