

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 24, 2014** at 7:00 p.m. in the Kennedy Community School located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Paul Brickner, 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.

Willoughby Middle School's Principal Mr. Larry Keller, and Assistant Principal Mr. Matt Sternberg, with the assistance Mr. Neil Kowalski of Lake National Bank, shared a brief power point presentation that spoke to the importance of the "Character Counts Award" program and the positive impact it is having on the students at Willoughby Middle School.

This program recognizes students who model positive behavior support goals. Students are nominated by their teachers and the winners are selected by the Willoughby Middle School department chairs.

Mr. Kirk Dressel, from Eastlake Middle School, was present to talk about FIRST Lego League. Mr. Dressel is the advisor for this group. Students also discussed what they have learned from their experiences and presented a demonstration with use of a robot.

Approval Of Minutes Of October 13, 2014.

R-14-104

It was moved by Mrs. Newyear and seconded by Mrs. Zuren to Approve the Minutes Of October 13, 2014.

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 October 31, 2014

Exhibit 3A

*B. Amended Appropriations for FY15

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY15 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. Advance of Property Taxes

Be it resolved upon the recommendation of the Superintendent and Treasurer a resolution requesting the Lake County Auditor to advance to the School District monies in the county treasury to the account of the School District. **Exhibit 3D**

R-14-105

It was moved by Mrs. Newyear and seconded by Mrs. Scott to Approve the Advance of Property Taxes.

On a call of the roll, the following vote was cast: 5 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 \$15,000 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
250336- Gallagher Co.	5,000.00	8,419.50	3,419.50
251009- Compass Group USA	300,000.00	303,389.34	3,389.34
250771- Willo Transportation	25,000.00	88,401.00	63,401.00
350074- Charles Litman	15,000.00	23,000.00	8,000.00
450004- Petermann	22,000.00	27,609.24	5,609.24
250772- Educational Service Center	5,000.00	11,899.00	6,899.00

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To approve the following Then and Now Certificates

PO Number	Vendor	Description	Amount
251222	Britton, Smith, Peters & Kalail	Professional services for Personnel Dept. for 2014-15 school yr.	1,176.00
251331	NEOLA, Inc.	Shipping/Postage Handling- Policy Binders 6/6/2014 & 9/17/2014	69.82
150513	Seasonal Sporting Goods	Spirit Wear (Football, Volleyball, Cheer, Cross Country)	1,966.00
150451	Jesse H. Webb, Jr.	Homecoming DJ	750
150382	Music Theatre International	Little Shop of Horrors- Additional material shipping	25
251131	Willo Transportation	Transportation for Special Ed. students- Oct.	90,000.00
150490	The City of Willoughby	School Resource Officers	1,552.50

To approve the following Blanket Certificates of \$15,000 or more

Requisition	Vendor	Amount	Description
PUPSMD78	Lake County ESC	120,000.00	Kennedy/Lead Tuition- November 2014
PUPSMD96	Lake County ESC	120,000.00	Kennedy/Lead Tuition- December 2014
PUPSMD57	Cleveland Clinic Center for Autism	35,171.00	Training services by: Jocelyn Eskanzi for 2014-15 school year

*F. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$517,260.00 be returned to the General Fund:

FUND/SCC	Amount of Return
021-9001	\$91,330.00
300-9401	\$6,500.00
439-9014	\$10,580.00
506-9014	\$78,030.00
516-9014	\$162,070.00

551-9014	\$6,940.00
572-9014	\$157,460.00
587-9014	\$4,350.00

*G. Transfer of Funds (to establish new Fund/SCC)

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

Transfer FROM Fund/SCC	Amount
018-9210 North High School	\$400.00

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.

Transfer TO Fund/SCC	Amount
018-9218 North High School- Spanish	\$400.00

*H. A Resolution to Close Inactive Account

Be it resolved upon the recommendation of the Superintendent and Treasurer that the closing of the following inactive fund-special cost center be approved:

Fund/SCC
018-9216

*I. 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 (Ohio K-12 Network subsidy program)	451-9015	\$19,800.00
Berlin Family Foundation	007-9011	\$3,350.00

*J. Gifts and Donations

1. Willoughby Rotary donated \$7,000.00 to Pupil Services 007-9016. Smart Boards, app's for iPads and chairs will be purchased for special education students.
2. Longfellow PTA donated \$375.00 (from Make a Difference event) to Longfellow 018-9440.
3. W-E Academic Boosters donated \$400.00 to Willoughby Power of the Pen 018-9325.
4. Urbania Insurance Agency, Inc. (cannon sponsor) donated \$500.00 to South High School 300-9401
5. WEAGT (Academic Boosters Inc.) donated \$564.03 to Washington to pay for field trip bus 018-9460.
6. Royalview PTA donated \$1,870.00 to Royalview for bus field trips 018-9450.
7. Firenza Stone donated \$2,500.00 to South High School 300-9401.
8. WMS PTO donated \$3,292.65 to Willoughby Middle School 018-9320.
9. Jefferson PTO donated \$4,315.00 to Jefferson for field trip transportation 018-9430.
10. South Athletic Boosters donated \$8,740.00 to South High School 300-9401.

***K. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY15**

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 FY15 be approved:

Fund/SCC	School	Program	Amount	
007-9011	South	South Berlin	\$ 3,350.00	New FY15 Budget
007-9016	BOE	Special Education Supplies	\$ 7,000.00	New FY15 Budget
018-0000	BOE	W-E Foundation	\$ 13,000.00	Revised FY15 Budget
018-9110	BOE	Superintendent	\$ 25,000.00	Revised FY15 Budget
018-9003	BOE	Spirit Media	\$ 10,000.00	New FY15 Budget
018-9213	North	North High School Foreign Language	\$ 920.00	New FY15 Budget
018-9218	North	North High School Foreign Language-Spanish	\$ 400.00	New FY15 Budget
018-9440	Longfellow	Longfellow	\$ 35,000.00	Revised FY15 Budget
018-9450	Royalview	Royalview	\$ 37,750.00	Revised FY15 Budget
018-9460	Washington	Washington	\$ 10,750.00	Revised FY15 Budget
022-9402	South	South OHSAA Tournaments	\$ 48,500.00	Revised FY15 Budget
200-9208	Willowick	Willowick Student Council	\$ 2,500.00	Revised FY15 Budget
200-9309	North	North High Drama Club	\$ 5,300.00	Revised FY15 Budget
200-9320	North	North High Class of 2018	\$ 2,140.00	New FY15 Budget
200-9419	South	South High Yearbook	\$ 5,400.00	Revised FY15 Budget
200-9420	South	South High Class of 2018	\$ 6,300.00	New Account and FY15 Budget-Fund/SCC incorrect on Oct. agenda (200-9402)

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200-9425	South	South High Art Club	\$	900.00	New Account and FY15 Budget-Fund/SCC incorrect on Oct. agenda (200-9414)
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Exhibit 3K

L. eCollect Services Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following eCollect Services Agreement be approved:

Exhibit 3L

R-14-106

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve the eCollect Services Agreement.

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

SUPERINTENDENT'S REPORT- Administrative Reports

A. Capitol Conference Update

Superintendent Mr. Steve Thompson summarized the conference and some of the items learned. Mrs. Sharon Scott and Mrs. Amy Zuren shared some of their experiences and learning opportunities.

B. Qualified Zone Academy Bonds (QZAB)

Superintendent Mr. Steve Thompson provided a summarization of what QZAB's are, how the 06 Federal Loan is to be paid from the General Fund, and how one cannot take advantage as re-payment must come from the General Fund.

SUPERINTENDENT'S REPORT- Resolutions

A. Willoughby-Eastlake Public Library Trustee

Be it resolved upon the recommendation of the Superintendent that the appointment of Ms. Jennifer Kercher to the Willoughby-Eastlake Public Library Board of Trustees to fill the unexpired term vacated by David Kayser, whose term of office expires on August 31, 2019, be approved.

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R-14-107

It was moved by Mrs. Zuren and seconded by Mrs. Newyear to Approve the Appointment of the Willoughby-Eastlake Public Library Trustee.

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

B. Lake Health Systems Wellness Proposal

Be it resolved upon the recommendation of the Superintendent that a 10 year agreement be entered into with Lake Health Systems to provide athletic and educational training services for the district.

Exhibit 5B

R-14-108

It was moved by Mrs. Scott and seconded by Mr. Brickner to Approve the Lake Health Systems Wellness Proposal.

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

*C. Personal Communication Devices Policy - Adoption

Be it resolved upon the recommendation of the Superintendent that the attached policy on Personal Communication Devices be approved.

Exhibit 5C

*D. Parent/Guardian Transportation Agreement

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 5D

*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 5E

SUPERINTENDENT'S REPORT- Policies

A. Semi-Annual Review of Policies - First Reading for the following:

1. Evaluation of Principals and Other Administrators (1530)
2. Curriculum Development (2210)
3. District-Sponsored Clubs and Activities (2430)
4. Participation of Community/STEM School Students in Extra-Curricular Activities (2430.02)
5. Adoption of Textbooks (2510)
6. Selection of Instructional Materials and Equipment (2520)
7. Personal Communication Devices (5136)
8. Absences for Religious Instruction (5223)
9. Use of Medications (5330)
10. Care of Student with Diabetes (5336)
11. Student Fund-Raising (5830)
12. Investments (6144)
13. Student Education Technology Network and Internet Acceptable Use and Safety (7540.03)
14. Staff Education Technology Network and Internet Acceptable Use and Safety (7540.04)
15. Receiving Legal Documents (8325)

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16. Student Records (8330)
17. Pediculosis (Head Lice) or Other Unwanted Infestations (8451)
18. Food Services (8500)
19. Wellness (8510)
20. Vending Machines (8540)
21. Competitive Food Sales (8550)
22. Incidental Transportation of Students by Private Vehicle (8660)
23. District Support Organizations (9211)

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-14-109

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: 5 Yes Votes. Motion carried.

MEETING NOTIFICATION

The next Regular Board of Education Meeting is scheduled to be held Monday, December 8, 2014, 7:00 p.m., in the Kennedy Community School located at 34050 Glen Dr., Eastlake, OH.

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

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

ADJOURNMENT

Mrs. Warner provided an update on the nursing program. Mrs. Newyear wrote a thank you letter and Mrs. Warner gave thanks for the support of the renewal levy, stating that students come first.

At 8:03 p.m., there being no further business, it was moved by Mrs. Scott and seconded by Mrs. Newyear to adjourn.

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

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

President

Treasurer