

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, **December 8, 2014** at 7:04 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.

Approval Of Minutes Of November 24, 2014.

R-14-110

It was moved by Mrs. Scott and seconded by Mrs. Zuren to Approve the Minutes Of November 24, 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 November 30, 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. Re-Certification of Tax Rates

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Re-Certification of Tax Rates be approved. **Exhibit 3D**

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R-14-111

It was moved by Mrs. Newyear and seconded by Mrs. Scott to Approve the Recertification of Tax Rates.

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
250789- Mayfield City Schools	10,000.00	99,516.31	89,516.31
251080- PSI	13,000.00	16,284.09	3,284.09

To approve the following Then and Now Certificates

PO Number	Vendor	Description	Amount
251413	Lake County Treasurer	Special Assessments	10,970.72

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

Requisition	Vendor	Amount	Description
PUPSME58	Kozlovich, Tia	20,000.00	Family Education Coordinator, Blanket Dec.- June 2015
PUPSME41	Healthcare Process Consulting	15,000.00	Administration Billing Jan.- June 2015

*F. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$19,000.00 to the following fund to avoid negative balance at month end.

<u>Fund/SCC</u>	<u>Advance</u>
009-9233	\$19,000.00

*G. Grant Application Acceptance

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following grant applications and awards be approved: **Exhibit 3G**

Institution Awarding the Grant	Fund/SCC	Amount
Martha Holden Jennings Foundation	018-9212	\$1,000.00
ODE	551-9115	\$1,624.65
Berlin Family Foundation	018-9215	\$1,000.00
Berlin Family Foundation	018-9217	\$550.00
Berlin Family Foundation	018-9212	\$1,000.00
Berlin Family Foundation	018-9213	\$500.00
Berlin Family Foundation	018-9601	\$1,000.00

*H. Gifts and Donations

1. PTO donated \$1,504.08 to Willoughby Middle School for Christmas Carol Transportation 018-9320.
2. Tom Schaefer Plumbing, Inc. donated \$5,000.00 to Spirit Media 018-9003.
3. Mike Gisondos Auto Service Inc. donated \$1,000.00 to Spirit Media 018-9003.

*I. 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: **Exhibit 3I**

Fund/SCC	School	Program	Amount	
018-9324	Willoughby Middle School	Willoughby Drama	\$ 9,000.00	Revised FY15- Only Purpose & Goals Form is revised
018-9449	Royalview	Royal Council	\$ 1,432.00	New FY15 Budget
018-9212	North High School	North High School English	\$ 2,600.00	Revised FY15 Budget
200-9413	South High School	South Marching Band	\$ 6,760.00	Revised FY15 Budget

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200-9309 North High School North High Drama Club \$ 7,650.00 Revised FY15 Budget

*J. Board of Education Member Compensation Resolution

Be it resolved that the current members of the Willoughby-Eastlake Board of Education shall be compensated at \$75.00 per meeting attended in calendar year 2015. This represents no change from calendar year 2014.

K. Schedule Star & Allplayers; RefPay Agreements

Be it resolved upon the recommendation of the Treasurer that the following agreements be accepted: Schedule Star & AllPlayers.com; RefPay **Exhibit 3K**

R-14-112

It was moved by Mrs. Zuren and seconded by Mr. Brickner to Approve the Schedule Star & Allplayers; RefPay Agreements.

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

SUPERINTENDENT'S REPORT- Administrative Reports

A. Eileen Bowers, Director of Pupil Services

Eileen Bowers, Direct of Pupil Services, shared with the community information regarding federal grant funds that are received and how the funds are budgeted for the 2014-15 school year. **Exhibit 4A**

B. Gina Kevern, Director of Curriculum, Instruction and Assessment

Gina Kevern, Director of Curriculum, Instruction and Assessment presented the School of Innovation Admissions Criteria. **Exhibit 4B**

SUPERINTENDENT'S REPORT- Resolutions

A. School of Innovation Admission Criteria Recommendation

Be it resolved upon the recommendation of the Superintendent that the School of Innovation Admission Criteria for the 2015-16 school year be approved.

For the 2015-2016 school year, the district will follow an established Admission Criteria and Application Process for the School of Innovation students entering grades 3, 4 and 5. Admission is limited to Willoughby-Eastlake City School District residents. Students

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identified as Gifted and Talented based upon the district's policy for Superior Cognitive Ability and a Reading and/or Math ID will be invited. Remaining slots will be open for any current students in grade 2, 3 and 4 who apply via the Open Lottery system. Using a random number generator, student applicants will be chosen and invited to attend. An additional 20 names will be chosen through the lottery system, at each grade level to be placed on a Waiting List. All students invited to attend the School of Innovation, whether by Gifted status or via the lottery, have the option to accept or decline. The criteria and process as proposed in the presentation to the Board of Education is being submitted to the Board for approval. Once approved, the appropriate documents will be completed and posted on the district website.

R-14-113

It was moved by Mrs. Scott and seconded by Mr. Brickner to Approve the School of Innovation Admission Criteria Recommendation.

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

B. WETA Memorandum of Agreement

Be it resolved upon the recommendation of the Superintendent that the Memorandum of Agreement with WETA, effective November 17, 2014, be approved.

Exhibit 5B

R-14-114

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

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

*C. Semi-Annual Review of Policies - Adoption

Be it resolved upon the recommendation of the Superintendent that the attached policies be approved.

Exhibit 5C

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. Absences for Religious instruction (5223)
8. Use of Medications (5330)

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9. Care of Students with Diabetes (5336)
10. Student Fund-Raising (5830)
11. Investments (6144)
12. Student Education Technology Network and Internet Acceptable Use and Safety (7540.03)
13. Staff Education Technology Network and Internet Acceptable Use and Safety (7540.04)
14. Receiving Legal Documents (8325)
15. Student Records (8330)
16. Pediculosis (Head Lice) or Other Unwanted Infestations (8451)
17. Food Service (8500)
18. Wellness (8510)
19. Vending Machines (8540)
20. Competitive Food Sales (8550)
21. Incidental Transportation of Students by Private Vehicle
22. District Support Organizations

*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 5D

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-14-115

It was moved by Mrs. Scott and seconded by Mr. Brickner 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.

MEETING NOTIFICATION

The next Regular Board of Education Meeting is scheduled to be held Monday, January 12, 2015, 7:00 p.m., in the Kennedy Community School located at 34050 Glen Dr., Eastlake, OH.

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

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

ADJOURNMENT

At 7:59 p.m., there being no further business, it was moved by Mrs. Newyear and seconded by Mrs. Zuren 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