

## 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 10, 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, Rena Perchinske, 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 6:35 p.m., it was moved by Mrs. Perchinske and seconded by Mrs. Zuren 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: 5 Yes Votes. Motion carried.

At 7:04 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: 5 Yes Votes. Motion carried.

**Public Comment:** Christy Zeyer and Missy Toppings were present to discuss the School of Innovation.

Brian Patrick, Principal of the School of Innovation and Camille Ritt, Director of W-E Preschool, were present to discuss the district's focus and plan for academic improvement during the 2018-2019 school year at their buildings.

An update on the construction was provided.

Mrs. Perchinske spoke on her experience testifying at the State house on Graduation Pathways.

Dr. Beal, Mrs. Perchinske, and Mrs. Zuren discussed and summarized the 2018 OSBA Capital Conference.

Approval Of Minutes Of November 19, 2018.

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**R-18-114**

It was moved by Mr. Jones and seconded by Mrs. Zuren to Approve the Minutes Of November 19, 2018.

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

**TREASURER'S REPORT**

\*A. Financial Report for Month Ending November 30, 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. Five-Year Forecast- revised

Be it resolved upon the recommendation of the Treasurer that the revised Five-Year Forecast be approved. **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-18-115**

It was moved by Mr. Jones and seconded by Mrs. Perchinske to Approve the Five-Year Forecast- revised.

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

E. Resolution Accepting Amounts and Rates

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Resolution Accepting Amounts and Rates be approved. **Exhibit 3E**

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**R-18-116**

It was moved by Mrs. Zuren and seconded by Dr. Beal to Approve the Resolution Accepting Amounts and Rates.

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, 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 Then and Now Certificates

<b>PO Number</b>	<b>Vendor</b>	<b>Description</b>
290826	ESC of NE Ohio	Curriculum Content Specialists to work on pacing guides and benchmark assessments
190495	ArbiterSports, LLC	Then & Now Arbiter Account Fees FY19- WMS
190497	ArbiterSports, LLC	Then & Now Arbiter Account Fees FY19- WWMS
190946	ArbiterSports, LLC	Then & Now Arbiter Account Fees FY19- EMS

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

<b>Requisition</b>	<b>Vendor</b>	<b>Amount</b>	<b>Description</b>
PUPS694	Crossroads	\$80,000.00	Crossroad services 2018-19 SY blanket

\*G. Purchase Order Approval

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following purchase order be approved:

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<b>PO Number</b>	<b>Vendor</b>	<b>Amount</b>	<b>Description</b>
190504	Royalview PTA	\$900.00	Money earned from the DTW Bar and Restaurant Chili Cook-Off (\$300 fr PTA to WECP Food Pantry)

\*H. Kronos Incorporated Support Services Renewal

Be it resolved upon the recommendation of the Treasurer that the following renewal of \$45,178.89 with Kronos Incorporated for support services March 11, 2019 through March 10, 2020 be approved. **Exhibit 3H**

\*I. OSBA Legal Assistance Fund

Be it resolved upon the recommendation of the Superintendent and Treasurer the Board enter into a contract with OSBA for the Legal Assistance Fund Consultant Services for the period of January 1, 2019 through December 31, 2019. Cost for this service is \$250.00.

\*J. Ohio School Boards Association Dues

Be it resolved upon the recommendation of the Superintendent and Treasurer dues are paid for membership in the Ohio School Boards Association for CY19 in the amount of \$8,383.00 including an Electronic Subscription to OSBA Briefcase. (Last year's expense was \$8,009.00).

\*K. Grant Accounts to be Closed

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following grant accounts be closed and the funds be returned:

<b>Fund/SCC</b>	<b>Amount</b>
551-9013 Title III Limited English Proficiency FY13	(\$0.05) - write off
506-9015 Race To The Top FY15	\$37.45
572-9017 Title I-A Improving Basic Programs FY17	(\$0.01) - write off
590-9017 Title II-A Supporting Effective Instruction FY17	-
599-9114 Conflict Management FY14	\$1,327.25
599-9214 Project More FY14	\$16.25
572-9320 Title I American Recovery and Reinvestment Act	\$677.99
401-9113 Auxiliary Funds for St. Mary Magdalene/St. Justin Martyr FY13	\$77.98
401-9114 Auxiliary Funds for St. Mary Magdalene/St. Justin Martyr FY14	\$19.31
401-9314 Auxiliary Funds for Cornerstone Christian Academy FY14	(\$27.16)
459-9014 Ohio Reads FY14	\$53.29
499-9014 Gifted Identification FY14	\$21,851.14

L. Revised FY19 County Deduct with Lake County ESC

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Revised FY19 County Deduct with Lake County ESC for special education services be approved.

**R-18-117**

It was moved by Mrs. Perchinske and seconded by Mr. Jones to Approve the Revised FY19 County Deduct with Lake County ESC.

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

\*M. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$41,000.00 to the following fund(s) to avoid negative balance at month end.

<u>Fund/SCC</u>	<u>Advance</u>
551-9019	\$1,000.00
006-0000	\$40,000.00

\*N. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$31,000.00 be returned to the General Fund:

<u>Fund/SCC</u>	<u>Amount of Return</u>
401-9319	\$31,000.00

\*O. 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
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\*P. Transfer of Funds (to Close Inactive Accounts)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amounts be transferred from 001-5100 to close inactive accounts:

<b>Transfer TO Fund/SCC</b>	<b>Amount</b>
007-9001	\$1,162.84
007-9050	\$60.00

\*Q. Gifts and Donations

1. Robert and Alexis Santell donated a Drive Trekker Gait Trainer to the Willoughby-Eastlake Preschool.

2. An anonymous donor donated \$3,000.00 to Grant Elementary, 018-9420.
3. Share A Vision donated \$600.00 to Eastlake Middle Autism, 018-9311.
4. Share A Vision donated \$450.00 to Eastlake Middle Art Club, 200-9008.
5. An anonymous donor donated \$3,000.00 to Jefferson Elementary, 018-9430.
6. Michael Farinacci donated a 2004 Honda Odyssey to NCI-W for use by the Auto Technology class.
7. Cleveland Clinic donated 5 scientific posters framed in metal Nielsen frames with plexiglass to Grant Elementary.

**\*R. 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 3R**

Fund/SCC	School	Account Description	Amount	
018-9430	Jefferson Elementary School	Jefferson (Main)	23,400.00	Revised FY19 Budget; Revised FY19 Purpose & Goals
200-9507	Production Welding	NCIW	1,500.00	New FY19 Budget; New FY19 Purpose & Goals

**\*S. Board of Education Member Compensation Resolution**

Be it resolved that the current members of the Willoughby-Eastlake Board of Education shall be compensated at \$125.00 per meeting attended in calendar year 2019 for a maximum of 36 meetings. In accordance with the Ohio Revised Code (3313.12), the increase was for Board Members that took office in January 2016 and thereafter.

**SUPERINTENDENT’S REPORT- Resolutions**

**\*A. 2020-2021 District Calendar**

Be it resolved upon the recommendation of the Superintendent that the district calendar for the 2020-2021 school year be approved. **Exhibit 5A**

**\*B. Overnight and/or Out of State Field Trip Request (Project SALES)**

Be it resolved upon the recommendation of the Superintendent that an educational trip for the Project SALES students to travel to Jonesville, Virginia, to participate in the Appalachian Service Project on Monday, December 31, 2018 through Friday, January 4, 2019 be approved.

**\*C. Personnel Agenda**

WHEREAS, the Superintendent has recommended employment of the person shown on the attached Personnel Agenda for the positions shown; and

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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 5C**

### **\*MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, January 14, 2019, 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-18-118**

It was moved by Dr. Beal 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.

At 8:50 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: 5 Yes Votes. Motion carried.

At 10:17 p.m., it was moved by Mrs. Perchinske 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: 5 Yes Votes. Motion carried.

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**ADJOURNMENT**

At 10:17 p.m., there being no further business, it was moved by Mrs. Zuren and seconded by Mr. Jones 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