

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 12, 2016** at 7:02 p.m. in the Northern Career Institute- Eastlake Campus located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Connie Newyear, Rena Perchinske, 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.

Stephanie Royko, Eastlake Middle School's Art Teacher, presented her "Art for All" Art Club and discussed the accomplishments of this after school club for students.

WWMS introduced their New Makerspace and Collaboratory, which is located in the Media Center. Mrs. Jen Edmiston, their Media Specialist, discussed the key components to each space, how they are utilized by the students and staff, and how the new space has had a positive impact on our students, staff and school. She worked over the summer creating this space to be utilized in the 2016-17 school year.

Approval Of Minutes Of November 7, 2016.

R-16-77

It was moved by Mrs. Zuren and seconded by Mrs. Scott to Approve the Minutes Of November 7, 2016.

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

TREASURER'S REPORT

*A. Financial Report for Month Ending November 30, 2016

Exhibit 3A

*B. Amended Appropriations for FY17

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY17 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. Purchase Orders and Blanket Certificates

December 12, 2016

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 \$25,000 or more;

NOW, THEREFORE BE IT RESOLVED BY THE WILLOUGHBY-EASTLAKE BOARD OF EDUCATION:

To approve the following Then and Now Certificates

PO Number	Vendor	Description
271444	K12 Enterprise LLC	K-12 Software

To approve the following Blanket Certificates of \$25,000 or more

Requisition	Vendor	Amount	Description
PUPSMR80	Re-Education Services, Inc.	240,000.00	Tuition for special ed. students at Re-Ed in Mentor Blanket 2016-2017

*E. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$20,600.00 to the following fund(s) to avoid negative balance at month end.

<u>Fund/SCC</u>	<u>Advance</u>
572-9017	\$5,100.00
021-9001	\$15,500.00

*F. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$531,000.00 be returned to the General Fund:

<u>Fund/SCC</u>	<u>Amount of Return</u>
003-0000	\$531,000.00

*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 \$75,000.00

*H. Kronos Incorporated Support Services Renewal

Be it resolved upon the recommendation of the Treasurer that the following renewal of \$41,676.58 with Kronos Incorporated for support services March 11, 2017 through March 10, 2018 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, 2017 through December 31, 2017. 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 CY17 in the amount of \$7,572.00 including an Electronic Subscription to OSBA Briefcase. (Last year's expense was \$6,993.00).

*K. 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
Share-A-Vision- to Eastlake Middle School	019-9310	\$817.92

*L. Gifts and Donations

1. Royalview PTA donated \$8,795.00 to Royalview Elementary for Chromebooks, carts, licenses, etc., 018-9450.
2. Longfellow PTA donated \$783.22 to Longfellow Elementary Music dept. for Orff instruments, 018-9440.

*M. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY17

December 12, 2016

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 FY17 be approved: **Exhibit 3M**

Fund/SCC	School	Account Description	Amount	
018-9327	Willoughby Middle School	Willoughby PBIS Program	1,250.00	New FY17 Budget; New FY17 P&G
019-9310	Eastlake Middle School	Eastlake Share-A-Vision	820.00	New FY17 Budget Only
200-9106	Willoughby Middle School	Willoughby NJHS	5,300.00	Revised FY17 Budget Only

*N. 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 2017. This represents no change from calendar year 2016. Compensation for Board Members will be increased to \$125.00 per meeting for a maximum of 36 meetings per year and, in accordance with the Ohio Revised Code (3313.12), the increase is only for Board Members that took office in January 2016 and thereafter.

*O. 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.

Equipment	Asset #
Hobart 250 Welder	# 19550

SUPERINTENDENT'S REPORT

A. Eileen Bowers - Special Education Federal Funds

Eileen Bowers, Director of Pupil Services, gave a brief presentation regarding Special Education Federal Funds. **Exhibit 4A**

SUPERINTENDENT'S REPORT- Resolutions

A. Gardiner Trane Contract - HVAC Automation and Monitoring for the School of Innovation

December 12, 2016

Be it resolved upon the recommendation of the Superintendent and Treasurer that the contract with Gardiner Trane for the HVAC automation and monitoring contract for the School of Innovation in the amount of \$12,360.00 annually for three years, which may diminish our energy costs by an estimate of \$59,000.00 per year, be approved.

Exhibit 5A

R-16-78

It was moved by Mrs. Perchinske and seconded by Mrs. Warner to Approve the Gardiner Trane Contract - HVAC Automation and Monitoring for the School of Innovation.

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

B. Addendum to LGCA Internet Service Contract

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Addendum to the internet access service agreement with Lake Geauga Computer Association (LGCA) effective July 1, 2015 through June 30, 2020 to increase our bandwidth from 500mb to 1000mb for an annual cost increase of \$5,400.00 be approved.

Exhibit 5B

R-16-79

It was moved by Mrs. Scott and seconded by Mrs. Zuren to Approve the Addendum to LGCA Internet Service Contract.

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

C. Lake County Educational Service Center - contract termination

Be it resolved upon the recommendation of the Superintendent and Treasurer that the contract with the Lake County Educational Service Center (ESC) be terminated effective June 30, 2017 and a new service contract with an Educational Service Center be negotiated effective July 1, 2017 through June 30, 2019.

Exhibit 5C

R-16-80

It was moved by Mrs. Warner and seconded by Mrs. Scott to Approve the Lake County Educational Service Center - contract termination.

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

D. Resolution authorizing purchase and sale agreements with the City of Willoughby-
TABLED

Be it resolved upon the recommendation of the Superintendent and Treasurer that the purchase and sale agreements with the City of Willoughby for the sale of the District's

downtown Willoughby properties and a portion of the property between the Willoughby Middle School and Breckenridge Village be approved.

Exhibit 5D

*E. High School and Middle School Course Selection Guides

Be it resolved upon the recommendation of the Superintendent that the following high school and middle school course selection guides for the 2017-2018 school year be approved.

Exhibit 5E

*F. Adoption of the following policies:

Be it resolved upon the recommendation of the Superintendent that the following policies be adopted.

Exhibit 5F

1. 0100 - Definitions (By-Laws)
2. 0160 - Meetings (By-Laws)
3. 1530 - Evaluation of Principals and Other Administrators (Administration)
4. 1619 - Group Health Plans (Administration)
5. 1619.01 - Privacy Protections of Self-Funded Group Health Plans (Administration)
6. 1619.03 - Patient Protection and Affordable Care Act (Administration)
7. 2460 - Special Education (Program)
8. 3419 - Group Health Plans (Professional Staff)
9. 3419.01 - Privacy Protections of Self-Funded Group Health Plans (Professional Staff)
10. 3419.03 - Patient Protection and Affordable Care Act (Professional Staff)
11. 4419 - Group Health Plans (Classified Staff)
12. 4419.01 - Privacy Protections of Self-Funded Group Health Plans (Classified Staff)
13. 4419.03 - Patient Protection and Affordable Care Act (Classified Staff)
14. 5112 - Entrance Requirements
15. 5330.02 - Procurement and Use of Epinephrine Auto Injectors in Emergency Situations (Students)
16. 5830 - Student Fund Raising (Students)
17. 8330 - Student Records (Operations)
18. 8451 - Pediculosis (Head Lice) or Other Unwanted Infestations
19. 9700 - Relations with Special Interest Groups (Relations)

*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

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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 5G

SUPERINTENDENT'S REPORT- Policies

A. First Reading for the following policy:

1. Policy 6152.01 - Waiver of School Fees for Instructional Materials

***MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, January 9, 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-16-81

It was moved by Mrs. Zuren 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.

ADJOURNMENT

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