

RECORD OF PROCEEDINGS

**MINUTES OF THE WILLOUGHBY-EASTLAKE CITY SCHOOL DISTRICT
BOARD OF EDUCATION MEETING**

The organizational/regular meeting of the Board of Education of the Willoughby-Eastlake City School District was held Monday, **January 8, 2018** at 7:00 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.

OATH OF OFFICE TO ELECTED BOARD MEMBERS- Thomas Beal, Brian Jones

ELECTION AND OATH OF OFFICE – BOARD OF EDUCATION PRESIDENT TO ONE-YEAR TERM (§3313.14)

Mrs. Zuren nominated Mrs. Warner as President.

R-18-01

It was moved by Mrs. Zuren and seconded by Mrs. Perchinske to close nominations and elect Mrs. Warner as President.

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

ELECTION AND OATH OF OFFICE – BOARD OF EDUCATION VICE-PRESIDENT TO ONE-YEAR TERM (§3313.14)

Mrs. Perchinske nominated Mrs. Zuren as Vice- President.

R-18-02

It was moved by Mrs. Perchinske and seconded by Dr. Beal to close nominations and elect Mrs. Zuren as Vice-President.

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

***ESTABLISHMENT OF 2018 BOARD OF EDUCATION MEETING DATES**

Set date, time, and location of Board of Education meeting dates for CY18.

Exhibit 1H

*** ROBERT’S RULES**

January 8, 2018

Robert's "Rules of Order" will be used in the absence of Board Policy.

***ESTABLISHMENT OF SERVICE FUND FOR FY 2018**

According to §3315.15 ORC, the Treasurer of the Board of Education has certified that the number of pupils enrolled in the Willoughby-Eastlake City School District is **8,252** as of December 1, 2017.

By law, a sum not to exceed \$2.00 for each child so enrolled or \$20,000, whichever is greater, may be set aside from the General Fund to be known as the "Service Fund" to be used only in paying the expenses of the members of the Board of Education actually incurred in the performance of their duties, or of their official representatives when sent out of the school district for the purpose of promoting the welfare of the schools under their charge (§3315.15).

Be it resolved upon the recommendation of the Superintendent that a service fund be established by the Board of Education in the amount of \$20,000.

***RECOMMENDATIONS BY BOARD OF EDUCATION TO AUTHORIZE THE TREASURER**

- A. To request advances on taxes collected in CY18.
- B. To reinvest available funds for CY18 in accordance with Board Policy and established administrative procedures. Summary of such investments will be reported monthly throughout the year.
- C. To pay bills within the adopted appropriations in CY18.

***LEGAL COUNSEL APPOINTMENTS**

Be it resolved upon the recommendation of the Superintendent that the Superintendent of Schools and his designees be authorized to contact legal counsel as necessary for the successful performance of their duties. Legal counsel is designated to be: Squire Patton Boggs; Hoover Kacyon, LLC; Wachter Kurant, LLC; Walter Haverfield LLP; Fisher & Phillips LLP; and The Riley Law Firm.

***BOARD OF EDUCATION MEETING MINUTES**

Provided the Board of Education Members receive the minutes of previous meetings at least three or more days in advance of a meeting, authorization is given for the Board to waive reading of the minutes at that meeting.

***RESOLUTION REQUESTING NOTIFICATION**

Be it resolved upon the recommendation of the Treasurer to approve the resolution requesting that the Board of Education be notified by the Tax Commissioner of any application for exemption from taxation for any property located within the district. The resolution is pursuant to §5715.27.

January 8, 2018

***TAX BUDGET FOR CALENDAR YEAR 2019**

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Tax Budget for CY19 be adopted. **Exhibit 10**

***BROADCAST OF BOARD MEETINGS**

In accordance with Board Policy, the Board of Education authorizes the public broadcast of regular Board meetings during the calendar year.

***RESOLUTION FOR GROUP HEALTH, VISION AND DENTAL INSURANCE FOR BOARD MEMBERS**

Be it resolved upon the recommendation of the Superintendent and Treasurer that Board Members may participate, **at their own expense**, in group health, vision and dental insurance plans provided to employees of the district.

HIRING AUTHORITY

Be it resolved that the Willoughby-Eastlake Board of Education authorize the Superintendent to employ personnel on a temporary basis between Board meetings.

R-18-03

It was moved by Mrs. Perchinske and seconded by Mrs. Zuren to approve the Hiring Authority.

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

Public Comment: Mike Zuren was present to discuss the Eastlake Dog Show.

Approval Of Minutes Of December 11, 2017.

R-18-04

It was moved by Mrs. Perchinske and seconded by Mrs. Zuren to Approve the Minutes Of December 11, 2017.

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

TREASURER'S REPORT

- A. A RESOLUTION DETERMINING TO PROCEED WITH THE SUBMISSION TO THE ELECTORS OF THE WILLOUGHBY-EASTLAKE CITY SCHOOL DISTRICT THE

January 8, 2018

QUESTION OF THE RENEWAL OF AN EXISTING TAX LEVY, PURSUANT TO SECTIONS 5705.194 THROUGH 5705.197 OF THE REVISED CODE.

Be it resolved upon the recommendation of the Superintendent and Treasurer that A RESOLUTION DETERMINING TO PROCEED WITH THE SUBMISSION TO THE ELECTORS OF THE WILLOUGHBY-EASTLAKE CITY SCHOOL DISTRICT THE QUESTION OF THE RENEWAL OF AN EXISTING TAX LEVY, PURSUANT TO SECTIONS 5705.194 THROUGH 5705.197 OF THE REVISED CODE be approved.

Exhibit 4A

R-18-05

It was moved by Mrs. Zuren and seconded by Mrs. Perchinske to Approve the RESOLUTION DETERMINING TO PROCEED WITH THE SUBMISSION TO THE ELECTORS OF THE WILLOUGHBY-EASTLAKE CITY SCHOOL DISTRICT THE QUESTION OF THE RENEWAL OF AN EXISTING TAX LEVY, PURSUANT TO SECTIONS 5705.194 THROUGH 5705.197 OF THE REVISED CODE.

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

B. 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 4B

R-18-06

It was moved by Mrs. Perchinske and seconded by Mrs. Zuren to Approve the Re-Certification of Tax Rates

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

C. 2018 RSVP Recipient Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the 2018 RSVP Recipient Agreement be approved.

Exhibit 4C

R-18-07

It was moved by Mrs. Zuren and seconded by Mrs. Perchinske to Approve the 2018 RSVP Recipient Agreement.

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

D. The Cleveland Electric Illuminating Company General Service Installation Line Cost Agreements

January 8, 2018

Be it resolved upon the recommendation of the Superintendent and Treasurer that The Cleveland Electric Illuminating Company General Service Installation Line Cost Agreements for North High School (\$26,502.91) and Longfellow Elementary School (\$17,652.71) be approved. **Exhibit 4D**

R-18-08

It was moved by Mr. Jones and seconded by Dr. Beal to Approve The Cleveland Electric Illuminating Company General Service Installation Line Cost Agreements.

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

E. County Deduct Contract

Be it resolved upon the recommendation of the Superintendent and Treasurer that the updated County Deduct Contract with Lake County ESC for special education services in the amount of \$1,160,995.00 be approved. **Exhibit 4E**

R-18-09

It was moved by Mrs. Zuren and seconded by Mr. Jones to Approve the County Deduct Contract.

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

Purchase Order	P.O. Amount	Invoice Amount	Increase
280113- Misc. Vendors	5,680.00	11,520.00	5,840.00

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

Requisition	Vendor	Amount	Description
FIN733	Medical Mutual of Ohio	2,235,000.00	1/1/18-3/31/18 Blanket for employee medical, dental, vision and prescription ins. coverage
FIN734	NEO	60,000.00	1/1/18-3/31/18 Blanket for Health Care Reimbursement
FIN735	STRS	175,400.00	Blanket for Board paid STRS 1/1/18-3/31/18
FIN881	Multi-Vendor	120,000.00	Nursing Reimb from loans

***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	\$600,000.00
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***H. 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
Jeanne Cocco Memorial Grant- to NCIW and Eastlake Middle	019-9710	\$860.00
Mastin/Lakeland-PSE Grant- to North High	019-9810	\$500.00
Mastin/Lakeland-PSE Grant- to School of Innovation	019-9810	\$500.00

***I. Gifts and Donations**

1. An anonymous donor donated \$300.00 to the Auto Collision program for the ambulance, 011-0000.
2. Northeast Ohio Autism Group donated \$2,991.15 to Willoughby-Eastlake Schools in memory of Irene Winslow, 007-9002.
3. Share-A-Vision donated \$500.00 to Eastlake Middle Art Club, 200-9008.
4. WMS PTO, Inc. donated \$1,000.00 to Willoughby Middle for transportation, 018-9320.
5. North High Boosters Club donated \$500.00 to North High for holiday staff luncheon, 018-9210.

*J. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY18

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 FY18 be approved: **Exhibit 4J**

Fund/SCC	School	Account Description	Amount			
019-9710	Preschool,NCIE, NCIW (Success Aca), EMS	Jeanne Cocco Memorial Grant	1,770.00	Revised FY18 Budget Only		
019-9810	Edison, School of Innovation, North High School	Mastin/Lakeland-PSE Grant	1,500.00	New Account; New FY18 Budget Only		

SUPERINTENDENT’S REPORT- Administrative Reports

A. School Board Recognition

The Ohio School Boards Association is celebrating "School Board Recognition Month" in January 2018 to build awareness and understanding of the vital function an elected board of education plays in our society. Our district is joining other districts throughout the state in recognizing the important contributions school board members make to their communities. Often, they are required to make difficult choices and decisions. Our community is fortunate to have a team of dedicated individuals on the Willoughby-Eastlake School Board. They deserve our support and appreciation.

WHEREAS, it shall be the mission of the Willoughby-Eastlake City School District to provide all students with the best possible education; and

WHEREAS, the school board sets the direction for our community's public schools by envisioning the community's education future; and

WHEREAS, the school board sets policies and procedures to govern all aspects of school district operations; and

WHEREAS, the school board keeps attention focused on progress toward the district's goals and maintains a two-way communications loop with all segments of the community; and

WHEREAS, serving on a school board requires an unselfish devotion of time and service to carry on the mission and business of the school district; and

WHEREAS, the school board must respond on behalf of the community to the educational needs of the students; and

WHEREAS, the school board voluntarily accepts the above-mentioned responsibilities;

NOW, THEREFORE, BE IT RESOLVED, that January 2018 is hereby proclaimed School Board Recognition Month and I encourage all citizens to publicly and privately thank the

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school board members for serving this community and for their dedicated service to our children.

SUPERINTENDENT'S REPORT- Resolutions

*A. 2018-2019 High School and Middle School Course Selection Guide Recommendation

Be it resolved upon the recommendation of the Superintendent that the following high school and middle school course selection guides for the 2018-2019 school year be approved. **Exhibit 6A**

*B. 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 6B**

***MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, February 12, 2018, 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-18-10

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

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

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Appointments: Mrs. Zuren was appointed as the legislation liaison to OSBA, and Mrs. Perchinske was appointed as the alternate.

ADJOURNMENT

At 7:32 p.m., there being no further business, it was moved by Mrs. Perchinske and seconded by Dr. Beal 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