

ORGANIZATIONAL/REGULAR BOARD MEETING (Monday, January 9, 2023)

Generated by Michelle Peters on Wednesday, January 11, 2023

1. Organizational**A. 5:45 p.m. Tax Hearing**Please [click here](#) to view FY24 Tax Budget.**B. Call to Order****C. Roll Call - 6:00 p.m.**

Mrs. Krista Bair - Present

Mr. Aaron Reedy - Present

Mr. John Roskos - Present

Mrs. Jaime Shatsman - Present

Mrs. Stacy Menser - Present

D. Pledge of Allegiance**E. Approval of Agenda**

A motion was made to approve agenda.

Motion by Mrs. Jaime Shatsman

Second by Mrs. Krista Bair

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-04

Motion Approved 5-0

F. Election and Oath of Office - Board of Education President to one-year term (3313.14)

A motion was made to approve Mrs. Stacy Menser as BOE President for a one-year term.

Motion by Mr. Aaron Reedy

Second by Mrs. Jaime Shatsman

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-05

Motion Approved 5-0

President - Mrs. Stacy Menser

G. Election and Oath of Office - Board of Education Vice-President to one-year term (3313.14)

A motion was made to approve Mrs. Jaime Shatsman as BOE Vice-President for a one-year term.

Motion by Mrs. Krista Bair

Second by Mr. Aaron Reedy

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-06

Motion Approved 5-0

Vice-President - Mrs. Jaime Shatsman

H. Legislative Liaison

President Stacy Menser appointed Vice-President Jaime Shatsman as the 2023 Legislative Liaison.

I. Amendment to 2023 Board of Education Meeting Dates.

A motion was made to amend 2023 Board of Education Meeting Dates

Motion by Mr. Aaron Reedy

Second by Mrs. Krista Bair

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-07

Motion Approved 5-0

Please [click here](#) to view original 2023 BOE Meeting Dates and [click here](#) to view amended BOE Meeting Dates.**J. Establishment of 2023 Board of Education Meeting Dates**

A motion was made to approve the Establishment of 2023 Board of Education Meeting Dates.

Motion by Mrs. Krista Bair

Second by Mr. Aaron Reedy

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-08

Motion Approved 5-0

Please [click here](#) to view established 2023 BOE Meeting Dates.

K. * Robert's Rules

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

L. * Establishment of Service Fund for FY2023

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 **7,452** as of December 1, 2022.

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.

M. * Recommendations by Board of Education to authorize the Treasurer

A. To request advances on taxes collected in CY23. See attached resolution.

B. To reinvest available funds for CY23 in accordance with the 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 CY23.

Please [click here](#) to view Tax Advance Resolution.

N. * 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

-Weston Hurd

-Walter Haverfield LLP

-Peters, Kalail & Markakis Co., LPA

O. * 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.

P. * 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.

Q. * Tax Budget for Fiscal Year 2024

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Tax Budget for FY24 be adopted.

Please [click here](#) to view Tax Budget FY24.

R. * 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.

S. * Pre-authorization of Advance of Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Treasurer shall be authorized to make adjustments, transfers and additional modifications to budget up to \$2,500,000, revenue and appropriation accounts, as necessary, to update and close each month during the fiscal year to include fiscal year end.

T. * 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.

2. Presentations**A. Superintendent Search Firm Presentation**

1. ESC/Finding Leaders: Bob Mengerink, Jenn Dodd, Paul Pendleton, Ed Vittardi, & Russ Bennett
2. Hazard, Young, Attea & Associates: Ted Blaesing (in person) & Terri Breeden (virtual)
3. K12: Randy Boroff

Please [click here](#) to view ESC/Finding Leaders Presentation, [click here](#) to view Hazard, Young, Attea & Associates Presentation, and [click here](#) to view K12 Presentation.

Recess - Ten (10) Minutes

A motion was made to resolve upon the recommendation of the Board of Education to take a ten (10) minute recess be approved.

Motion by Mrs. Krista Bair

Second by Mr. Aaron Reedy

Bair Aye	Reedy Aye	Roskos Aye	Shatsman Aye	Menser Aye	R-23-09
Motion Approved					5-0

Adjourned 8:19 p.m.

Reconvened 8:30 p.m.

3. Community Engagement

A. Board President Q & A

President Stacy Menser reviewed the public comment from the previous regular board meeting.

B. Public Comment

1. Jim Clements of Willoughby, OH - Affirmation of School, Staff, and Students

4. Board Members' Business

A. Board Discussion

The board members reviewed all of the search firms that presented earlier in the board meeting. After much debate, the board decided to enter into contract negotiations with ESC/Finding Leaders.

5. Minutes

A. Approval of Minutes of December 12, 2022

A motion was made to approve the minutes of December 12, 2022.

Motion by Mrs. Krista Bair

Second by Mr. John Roskos

Bair Aye	Reedy Aye	Roskos Aye	Shatsman Aye	Menser Aye	R-23-10
Motion Approved					5-0

B. Approval of Minutes of December 19, 2022

A motion was made to approve the special board meeting minutes of December 19, 2022.

Motion by Mr. John Roskos

Second by Mrs. Krista Bair

Bair Aye	Reedy Aye	Roskos Aye	Shatsman Aye	Menser Aye	R-23-11
Motion Approved					5-0

6. Treasurer's Report

A. * Financial Report for Month Ending December 31, 2022

A motion to approve Financial Report for Month Ending December 31, 2022.

Please [click here](#) to view December 2022 Financials.

B. Renewal Levy Resolution

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that a resolution determining to submit to the electors of the school district the single question of the renewal of all of two existing tax levies pursuant to sections 5705.03 and 5705.194 to 5705.197 of the revised code be approved.

Motion by Mr. John Roskos

Second by Mrs. Jaime Shatsman

Bair Aye	Reedy Aye	Roskos Aye	Shatsman Aye	Menser Aye	R-23-12
Motion Approved					5-0

Please [click here](#) to view Renewal Levy Resolution.

C. * Amended Appropriations for FY23

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY23 be approved.

Please [click here](#) to view Appropriation Resolution & 412 certificate, [click here](#) to view Amended Appropriation-January 23, and [click here](#) to view Appropriations Amendment-January 23 Changes.

D. * 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 2023 for a maximum of 36 meetings.

E. * OSBA Annual Membership Dues

Be it resolved upon the recommendation of the Superintendent and Treasurer dues are paid for membership in the Ohio School Boards Association for CY23 in the amount of \$9,476.00 that includes an Electronic Subscription to OSBA Briefcase. (Last year's expense was \$9,208.00).

Please [click here](#) to view OSBA Annual Membership Dues.

F. * 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, 2023 through December 31, 2023. Cost for this service is \$250.00.

Please [click here](#) to view OSBA Legal Assistance Fund Dues.

G. * Purchase Orders

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, and "then and now" certificates over \$3,000;

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

To approve the following Then and Now Certificates

PO #	Vendor	Amount	Description
234161	Willo Transportation	76,529.25	Transportation for Special Ed Students
234409	Stinzy's Tree & Stump Inc	4,000.00	Removal of Several Dead Trees & Trim all Trees over Parking Lot at NCIE

H. * Gifts and Donations

1. Share A Vision donated \$810.00 to Eastlake Middle School for three bowling trips to Roll House.
2. Longfellow PTA donated \$1,500.00 to the Longfellow Music Department.

7. Superintendent - Report

A. School Board Recognition

The Ohio School Boards Association is celebrating "School Board Recognition Month" in January 2023 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;

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 2023 is hereby proclaimed School Board Recognition Month and I encourage all citizens to publicly and privately thank the school board members for serving this community and for their dedicated service to our children.

8. Superintendent - Resolutions

A. * Adoption of Policy 9140 - Community Advisory Committees

Be it resolved upon the recommendation of the Superintendent that Policy 9140 - Community Advisory Committees be adopted. Please [click here](#) to view Policy 9140 - Community Advisory Committees.

B. * 2023-2024 High School, Middle School and School of Innovation Middle School Course Selection Guide Recommendation

Be it resolved upon the recommendation of the Superintendent that the 2023-2024 course selection guides for High School, Middle School, and the School of Innovation Middle School be approved.

Please [click here](#) to view Course Booklet Updates, [click here](#) to view High School Course Selection Guide, [click here](#) to view Middle School Course Selection Guide, and [click here](#) to view School of Innovation Middle School Course Selection Guide.

C. * Overnight and/or Out of State Trip Request (North - Academic Decathlon)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the Academic Decathlon students from North High School visit Colonial Williamsburg in Williamsburg, Virginia, from Friday, March 24, 2023 through Sunday, April 2, 2023, be approved and a waiver for 1 day of missed school be granted.

D. * Overnight and/or Out of State Trip Request (North - Softball Team)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the North High Softball Team to participate in spring training in Myrtle Beach, South Carolina, from Sunday, March 26, 2023 through Saturday, April 1, 2023, be approved.

E. * Overnight and/or Out of State Trip Request (South Seniors)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the South High Senior Class of 2023 to visit New York City, from Thursday, April 13, 2023 through Sunday, April 16, 2023, be approved and a waiver for 2 days of missed school be granted.

F. * Overnight and/or Out of State Trip Request (South - Wrestling Team)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the South High Wrestling Team to participate in Wrestling tournaments at Austintown Fitch High School, Austintown, Ohio from Friday, January 20, 2023 through Saturday, January 21, 2023, be approved.

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 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.

Please [click here](#) to view January Personnel Agenda and [click here](#) to view Supplementals for the SY 2022-2023.

9. Meeting Notification

A. * Meeting Notification

The next regular Board of Education Meeting is scheduled for Tuesday, February 7, 2023, 7:00 p.m., at the Administration Building, 35353 Curtis Blvd., Eastlake, OH.

10. Consent Calendar

A. Adoption of Consent Calendar

A motion was made to adopt the Consent Calendar

Motion by Mr. Aaron Reedy

Second by Mrs. Krista Bair

Bair Aye	Reedy Aye	Roskos Aye	Shatsman Aye	Menser Aye	R-23-13
Motion Approved					5-0

11. Closing

A. Adjournment

A motion was made to adjourn.

Motion by Mrs. Jaime Shatsman

Second by Mrs. Krista Bair

Bair Aye	Reedy Aye	Roskos Aye	Shatsman Aye	Menser Aye	R-23-14
Motion Approved					5-0

Adjourned 9:34 p.m.

Treasurer

President