

ORGANIZATIONAL/REGULAR BOARD MEETING (Monday, January 11, 2021)

Generated by Michelle Peters on Friday, January 15, 2021

1. Organizational**A. 6:45 p.m. Tax Hearing****B. Call to Order****C. Roll Call - 7:00 p.m.**

Mr. Mike Merhar - Present

Mr. John Roskos - Present

Mrs. Amy Zuren - Present

Mr. Brian Jones - Present

Dr. Thomas Beal - Present

D. Pledge of Allegiance**E. Election and Oath of Office - Board of Education President to one-year term (3313.14)**

A motion was made to approve Dr. Thomas Beal as BOE President to one-year term.

Motion by Mr. Mike Merhar

Second by Mr. Brian Jones

Merhar Aye Roskos Aye Zuren Aye Jones Aye Beal Aye R-21-04

Motion Approved 5-0

President - Dr. Thomas Beal

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

A motion was made to approve Mr. Brian Jones as BOE Vice President to one-year term.

Motion by Mr. Mike Merhar

Second by Mr. John Roskos

Merhar Aye Roskos Aye Zuren Aye Jones Aye Beal Aye R-21-05

Motion Approved 5-0

Vice-President - Mr. Brian Jones

G. * Establishment of 2021 Board of Education Meeting DatesPlease [click here](#) to view 2021 Board Meeting Dates.**H. * Robert's Rules**

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

I. * Establishment of Service Fund for FY2021According 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 **7,401** as of December 1, 2020.

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.

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

A. To request advances on taxes collected in CY21.

B. To reinvest available funds for CY21 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 CY21.

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

K. * 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; and The Riley Law Firm.

L. * 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.

M. * 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.

N. * Tax Budget for Fiscal Year 2022

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Tax Budget for FY22 be adopted. Please [click here](#) to view Tax Budget 2022.

O. * 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.

P. * 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.

Q. Hiring Authority

A motion was made to approve the Willoughby-Eastlake Board of Education to authorize the Superintendent to employ personnel on a temporary basis between Board meetings.

Motion by Mrs. Amy Zuren

Second by Mr. John Roskos

Merhar Aye	Roskos Aye	Zuren Aye	Jones Aye	Beal Aye	R-21-06
Motion Approved					5-0

2. Minutes**A. Approval of Minutes of December 14, 2020**

A motion was made to approve the minutes of December 14, 2020.

Motion by Mr. Mike Merhar

Second by Mr. Brian Jones

Merhar Aye	Roskos Aye	Zuren Aye	Jones Aye	Beal Aye	R-21-07
Motion Approved					5-0

3. Treasurer's Report**A. * Financial Report for Month Ending December 31, 2020**

A motion was made to approve Financial Report for Month Ending December 31, 2020.

Please [click here](#) to view December 2020 Financials.

B. * 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 2021 for a maximum of 36 meetings.

C. * Willoughby Eastlake RSVP Relinquishment

Be it resolved upon the recommendation of the Superintendent and Treasurer that the RSVP federal grant requires the Willoughby-Eastlake City School District, as the grant sponsor, to submit a formal letter on letterhead before December 30, 2020 be approved.

D. *New FY21 Budget 200-9209 Willowick Drama Club

Be it resolved upon the recommendation of the Superintendent and Treasurer that the new FY21 budget 200-9209 Willowick Drama Club be approved:

Student Activity Program Purpose, Goals and Proposed Budgets for FY21

Fund/SCC	School	Account Description	Amount	Comments
200-9209	Willowick Middle School	Willowick Drama Club	\$ 1,000.00	New FY21 Budget; New FY21 Purpose & Goals

E. * 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 CY21 in the amount of \$8,720.00 including an Electronic Subscription to OSBA Briefcase. (Last year's expense was \$8,318.00).

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, 2021 through December 31, 2021. Cost for this service is \$250.00.

G. * 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

PO Number	Vendor	Description
310285	Cornerstone Christian Academy	ESSER Funds Reimbursement

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

Requisition	Vendor	Amount	Description
6725	Re-Education Services, Inc	151,648.00	Tuition for Special Education
6727	Willo Transportation	278,710.36	Transportation for Special Education
6760	Misc Vendors	100,000.00	CCP Textbooks from Various Universities
6765	STRS	190,400.00	STRS
6766	NEO	60,000.00	Health Care Reimbursement
6767	MedMutual	3,340,000.00	Employee Med, Dental, Vision, & Prescription Ins

H. *Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$509,400.00 be returned to the General Fund:

Fund/SCC	Amount of Return
006-0000	\$507,000.00
599-9421	\$2,400.00

I. * Transfer of Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following March 2020 Transfer from the General Fund (retirement payments made to employees; per CBA) be approved.

Due to COVID19 the Willoughby-Eastlake City School District did not hold an April board meeting. The following March 2020 Transfer to be approved in April was added to the May board agenda, but was removed due to a miscommunication.

March 2020 Transfer

035-9001 Termination Benefit Fund	\$50,000.00
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4. Superintendent - Report**A. School Board Recognition**

The Ohio School Boards Association is celebrating "School Board Recognition Month" in January 2021 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 2021 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.

B. Superintendent Q & A

1. Holding a town hall meeting for our teaching staff this Wednesday, January 14, 2021.
2. We will work through as to when we will have our special board meeting, either this week or next week.
3. The Lake County Department of Health will be in touch with us regarding vaccines and when we can expect to get those.
4. Reviewed the recommendations and study done by Governor Michael DeWine and the Ohio Department of Health.
5. At this time if the County were to go "purple" the school would go to remote learning and suspend extra-curriculars.

C. Stephanie Kemma - Nutrition Standards Policy

Gave an update on the Food Service Program for the FY21 school year.

We have been operating a program called the Seamless Summer Option that is offered by the Ohio Department of Education and United States Department of Agriculture. This program has been extended for the whole 2020-21 School Year which allows all students regardless of financial status as well as any children under 18 in the community to eat breakfast and lunch for free whether virtual or brick and mortar schooling is taking place.

So far, as of December 31, 2020, we have served a total of **277,060 breakfast and 338,410 lunches**. We have continued to serve meals throughout the year with pick-ups weekly at both high schools. The program is running very successfully and continue to urge members of the community and district to take advantage of our weekly pick-ups. Each meal pick-up

provides reimbursement back to the district to allow us to continue running the programs. We also have been providing meals for 7 days a week, which allows for students to have food on the weekend as well as the weekdays.

5. Superintendent - Resolutions

A. Willoughby-Eastlake Library Trustee Recommendation

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that Ashley El-Khoury be appointed to the Library Board of Trustees for a seven year term, expiring August 31, 2026.

Motion by Mr. Brian Jones

Second by Mrs. Amy Zuren

Merhar Aye	Roskos Aye	Zuren Aye	Jones Aye	Beal Aye	R-21-08
Motion Approved					5-0

B. * 2021-2022 District Calendar

Be it resolved upon the recommendation of the Superintendent that the district calendar for the 2021-2022 school year be approved.

C. * 2021-2022 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 2021-2022 course selection guides for High School, Middle School, and the School of Innovation Middle School be approved.

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.

E. Non-Teacher bargaining unit members' Health Insurance

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that the Non-Teacher bargaining unit members, who were laid off and board approved at the November 19, 2020 board meeting, have their health insurance reinstated as of December 1, 2020, if they were on a Willoughby-Eastlake insurance plan at the time of the layoff. Reimbursements for the month of December 2020 will be made to those employees who obtained health insurance with an outside group at the actual cost of that insurance.

Motion by Mr. John Roskos

Second by Mr. Brian Jones

Merhar Aye	Roskos Aye	Zuren Aye	Jones Aye	Beal Aye	R-21-09
Motion Approved					5-0

F. Public Comment

6. Meeting Notification

A. * Meeting Notification

The next regular Board of Education Meeting is scheduled for Monday, February 8, 2021, 7:00 p.m., at the Administration Building, 35353 Curtis Blvd., Eastlake, OH

7. Consent Calendar

A. Adoption of Consent Calendar

A motion was made to adopt the 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.

Motion by Mrs. Amy Zuren

Second by Mr. Mike Merhar

Merhar Aye	Roskos Aye	Zuren Aye	Jones Aye	Beal Aye	R-21-10
Motion Approved					5-0

8. Closing

A. Adjournment

A motion was made to adjourn.

Motion by Mr. Mike Merhar

Second by Mr. Brian Jones

Merhar Aye	Roskos Aye	Zuren Aye	Jones Aye	Beal Aye	R-21-11
Motion Approved					5-0

Adjourned 7:44 p.m.

Treasurer

President