

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, **January 13, 2014** at 7:01 p.m. in the Kennedy Community School located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Paul Brickner, Connie Newyear, Sharon Scott, Margaret Warner and Amy Zuren.

The meeting was called to order and the pledge of allegiance was given.

OATH OF OFFICE TO ELECTED BOARD MEMBER

PUBLIC COMMENT

Jennifer Brooks and Coletta Hirsch of Royalview Elementary PTA explained their purchase of a book for the Maturi“tea” for 4th grade girls. They also explained the book is optional.

Approval of Minutes of December 9, 2013.

R-14-04

It was moved by Mrs. Scott and seconded by Mr. Brickner to Approve the Minutes of December 9, 2013.

On a call of the roll, the following vote was cast: 4 Yes Votes; Mrs. Zuren, Abstain. Motion carried.

TREASURER’S REPORT

*A. Financial Report for Month Ending December 31, 2013 **Exhibit A**

*B. Amended FY14 Appropriations

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY14 be approved. **Exhibit B**

*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 C**

*D. Tax Rate Resolution

Be it resolved upon the recommendation of the Superintendent and Treasurer the resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor be approved.

Exhibit D

*E 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 exceed a p.o. by \$3,000, “then and now” certificates, and blanket certificates in the amount of \$15,000 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

			<u>P.O. Amount</u>	<u>Invoice</u>
1.	P.O. 240347	CTG Environmental	\$15,000.00	\$21,648.75
2.	P.O. 241180	SERS Retirement System	\$152,000.00	\$162,165.69

To approve the following Then and Now Certificates

			<u>P.O. Amount</u>
1.	P.O. 140640	The Niklee Co.	\$3,059.70
2.	P.O. 241491	CPI	\$1,976.00

To approve the following Blanket Certificates

			<u>Blanket Certificate Amount</u>	
1.	FIN196	Medical Mutual	\$1,845,000.00	Employee Med. Ins.
2.	FIN197	STRS Retirement System	\$46,950.00	Retirement Payments
3.	FIN198	Vantage Financial	\$75,000.00	HSA Payment
4.	FIN199	House Hassen Co.	\$15,000.00	Warehouse Inventory
5.	140307	Petermann Busing	\$22,460.00	NHS Athletic Events
6.	140203	Petermann Busing	\$15,000.00	EMS Athletic Events
7.	140466	Petermann Busing	\$15,000.00	WWMS Athletic Events
8.	140183	Holden Arboretum	\$20,880.00	Field Trips

*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, 2014 through December 31, 2014. Cost for this service is \$250.00

*G. 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 CY13 in the amount of \$7,773.00 including an Electronic Subscription to School Management News.

*H. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$1,000.00 to the following funds to avoid month end deficits.

<u>Fund/SCC</u>	<u>Advance</u>
011-9001	\$1,000.00

*I. 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).

035-0000 Termination Benefit Fund	\$175,000.00
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*J. Transfer of Funds (to cover Athletic Official fees)

Be it resolved upon the recommendation of the Superintendent and Treasurer that \$11,020.00 be transferred from the General Fund to the following Athletic Fund/SCC's.

<u>Fund/SCC</u>	<u>Description</u>	<u>Transfer</u>
300-9001	Eastlake Athletics	\$720.00
300-9301	North Athletics	\$2,995.00
300-9401	South Athletics	\$5,430.00
300-9101	Willoughby Athletics	\$1,100.00
300-9201	Willowick Athletics	\$775.00

*K. Correct transactions posted in error

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following corrections be made. These corrections will reverse the transactions posted in error to these Fund/SCC's:

<u>Account charged in error</u>	<u>Account to be charged</u>	<u>Amount</u>
001 1130 511 0000 000000 220 00	009 1130 551 9220 020012 220 16	\$ 4,599.78
001 1130 511 0000 020012 220 00	009 1130 551 9220 020012 220 16	\$ 4,808.82
001 1130 511 0000 130301 220 00	009 1130 551 9220 130301 220 16	\$ 556.45
001 1130 511 0000 132230 220 00	009 1130 551 9220 132230 220 16	\$ 276.78
001 1130 511 0000 132350 220 00	009 1130 551 9220 130302 220 16	\$ 40.92
001 1130 511 0000 132350 220 00	009 1130 551 9220 132350 220 16	\$ 513.38
001 1130 511 0000 139997 220 00	009 1130 551 9220 132350 220 16	\$ 81.70
		\$10,877.83

*L. Gifts and Donations

1. Doug Facemeyer donated \$1,000.00 to the North High 018-9210 Fund for academics.
2. Various donors contributed \$3,622.51 to the EMS 200-9005 Fund for the Adopt-A-Family charitable program.
3. Northcoast Pizza & Café donated \$250.00 to the EMS 200-9005 Fund for the Adopt-A-Family charitable program.

*M. Grant Application Acceptance

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following grant applications and awards be approved:

<u>Institution Awarding the Grant</u>	<u>Fund/SCC</u>	<u>Amount</u>
Share A Vision	007-9002	\$500.00

*N. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY14

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 FY14 be approved: **Exhibit E**

<u>Fund/Sec</u>	<u>School/Program</u>			<u>Amount</u>
018-9220	South High School	Public School Support-South	Revised	\$ 57,340.00
018-9451	Royalview	Royalview Student Council		\$ 200.00
200-9102	Willoughby Middle School	Willoughby Drama Club	Revised	\$ 1,850.00
200-9107	Willoughby Middle School	Willoughby Student Council	Revised	\$ 4,000.00
200-9418	South High School	South Student Council	Revised	\$ 15,270.00
300-9001	Eastlake Middle School	Eastlake Athletic Dept.	Revised	\$ 68,930.00
300-9201	Willowick Middle School	Willowick Athletic Dept.	Revised	\$ 45,520.00
300-9301	North High School	North Athletic Dept.	Revised	\$ 286,170.00
300-9401	South High School	South Athletic Dept.	Revised	\$ 340,270.00

SUPERINTENDENT’S REPORT

A. School Board Recognition

School Board Recognition month provides a perfect opportunity to honor the contributions being made daily by our School Board members. 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.

B. RECOMMENDATIONS

*1. Parent/Guardian Transportation Agreement

WHEREAS, parents/guardians of those pupils listed in this agenda have requested that transportation be provided to various private or parochial schools; and

WHEREAS, it has been determined that these pupils are eligible to receive transportation in accordance with Section 3327.01 of the Ohio Revised Code; and

WHEREAS, the manager of transportation, after examination of existing school bus routes, time schedules, student residence locations, school location, and available school conveyances had determined that such services by school conveyance is impractical;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education declares such services by school conveyance is impractical; and

BE IT FURTHER RESOVLED that the Board authorizes offering parents/guardians of pupils attending these schools payment in lieu of providing such services, that the

January 13, 2014

amount which is reimbursed by the state to the district and shall not exceed the state average cost to transport all pupils in the state the preceding year. **Exhibit F**

***2. Policy on Recognition**

Be it resolved upon the recommendation of the Superintendent that policy 6800, providing for staff recognition purchases be adopted. **Exhibit G**

***3. 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.

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-14-05

It was moved by Mrs. Newyear and seconded by Mr. Brickner to approve the following resolution: Consent Calendar.

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

MEETING NOTIFICATION

There will be a Special Meeting of the Board of Education on Thursday, January 16, 2014, 4:00 p.m., in the Administration Building located at 37047 Ridge Road, Willoughby, Ohio to consider the purchase agreement to buy the Eaton building at 32500 Chardon Road.

January 13, 2014

The next Regular Board of Education Meeting is scheduled to be held Monday, February 10, 2014, 7:00 p.m., in the Kennedy Community School located at 34050 Glen Dr., Eastlake, OH.

It was moved by Mrs. Scott and seconded by Mrs. Newyear to approve Meeting Notification.

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

ADJOURNMENT

At 7:28 p.m., there being no further business, it was moved by Mrs. Newyear and seconded by Mrs. Zuren 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