

**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 13, 2020** at 6:45 p.m. at the Administration Building located at 35353 Curtis Blvd., Eastlake, Ohio with the following members present: Thomas Beal, Brian Jones, Mike Merhar, John Roskos, 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.

A tax hearing took place prior to the beginning of the organizational/regular meeting.

The meeting was called to order at 7:00 p.m. and the pledge of allegiance was given.

**OATH OF OFFICE TO ELECTED BOARD MEMBERS- MIKE MERHAR, JOHN ROSKOS**

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

Mr. Merhar nominated Dr. Beal as President.

**R-20-01**

It was moved by Mr. Merhar and seconded by Mr. Jones to close nominations and elect Dr. Beal 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)**

Mr. Merhar nominated Mr. Jones as Vice- President.

It was moved by Mr. Merhar and seconded by Mr. Roskos to close nominations and elect Mr. Jones as Vice-President.

On a call of the roll, the following vote was cast: 2 Yes Votes. Dr. Beal, Mr. Jones, and Mrs. Zuren voted no. No motion carried.

**R-20-02**

Mr. Jones nominated Mrs. Zuren as Vice- President.

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It was moved by Mr. Jones 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.

Dr. Beal assumes presidency and continues the meeting.

**\*ESTABLISHMENT OF 2020 BOARD OF EDUCATION MEETING DATES**

Set date, time, and location of Board of Education meeting dates for CY20.

**Exhibit 1H**

**\* ROBERT'S RULES**

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

**\*ESTABLISHMENT OF SERVICE FUND FOR FY 2020**

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 **8,044** as of December 1, 2019.

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 CY20.
- B. To reinvest available funds for CY20 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 CY20.

**\*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.

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**\*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.

**\*TAX BUDGET FOR FISCAL YEAR 2021**

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Tax Budget for FY21 be adopted. **Exhibit 10**

**\*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.

**\*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.

**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-20-03**

It was moved by Mr. Merhar and seconded by Mr. Roskos to approve the Hiring Authority.

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

**District PBIS Award Presentation**

In 1997, an amendment of the Individuals with Disabilities Education Act (IDEA) included the language, “Positive Behavior Interventions and Supports” which described methods used to identify and support desired behaviors in the school setting. The educational research community has been

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developing and studying Positive Behavior Interventions and Supports (PBIS) ever since. PBIS seeks to reduce or eliminate poor behavior school-wide through the encouragement of positive behaviors. The goal of PBIS is to create a positive school climate in which students learn and grow.

Seven schools in our district received the Silver or Bronze PBIS award: Grant and Longfellow received the Silver award and Edison, Royalview, Jefferson, Willowick Middle and Eastlake Middle received the Bronze award.

Additionally, we received a district award. Only eleven school districts of the 600 plus districts in Ohio are PBIS Award recipients.

Ken Adams, Facilities & Transportation Manager, was present to provide a building maintenance update.

Approval Of Minutes Of December 9, 2019.

**R-20-04**

It was moved by Mrs. Zuren and seconded by Mr. Jones to Approve the Minutes Of December 9, 2019.

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

Approval Of Minutes Of December 17, 2019.

**R-20-05**

It was moved by Mr. Jones and seconded by Mrs. Zuren to Approve the Minutes Of December 17, 2019.

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

**TREASURER'S REPORT**

\*A. Financial Report for Month Ending December 31, 2019

**Exhibit 4A**

\*B. Amended Appropriations for FY20

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY20 be approved

**Exhibit 4B**

\*C. Amended Certificate of Estimated Resources

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Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Certificate of Estimated Resources be approved. **Exhibit 4C**

D. RESOLUTION APPROVING SETTLEMENT OF A MATTER BEFORE THE LAKE COUNTY BOARD OF REVISION

Be it resolved upon the recommendation of the Superintendent and Treasurer that the RESOLUTION APPROVING SETTLEMENT OF A MATTER BEFORE THE LAKE COUNTY BOARD OF REVISION be approved. **Exhibit 4D**

**R-20-06**

It was moved by Mrs. Zuren and seconded by Mr. Jones to approve the RESOLUTION APPROVING SETTLEMENT OF A MATTER BEFORE THE LAKE COUNTY BOARD OF REVISION.

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

E. Letter of Approval of Written Plan to Eliminate Deficit to the Ohio Dept. of Education

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Letter of Approval of Written Plan to Eliminate Deficit to the Ohio Dept. of Education be approved. **Exhibit 4E**

**R-20-07**

It was moved by Mr. Roskos and seconded by Mr. Jones to approve the Letter of Approval of Written Plan to Eliminate Deficit to the Ohio Dept. of Education.

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:

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

| Purchase Order | P.O. Amount | Invoice Amount | Increase |
|----------------|-------------|----------------|----------|
| 200637- Fusion | 20,000.00   | 24,785.23      | 4,785.23 |

To approve the following Then and Now Certificates

| PO Number | Vendor              | Description                   |
|-----------|---------------------|-------------------------------|
| 100516    | Jostens, Inc.       | 2018 Yearbook publishing cost |
| 200890    | Walter & Haverfield | 2017 Legal services           |

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

| Requisition | Vendor                  | Amount       | Description  |
|-------------|-------------------------|--------------|--|
| FS0244      | Compass Group USA, Inc. | \$495,000.00 | Service contract for food service effective Jan.-June 2020 |
| FIN1145     | STRS                    | \$190,400.00 | Blanket for Board paid STRS 1/1/20-3/31/20                 |
| FIN1146     | NEO                     | \$100,000.00 | 1/1/20-3/31/20 Blanket for Health Care Reimbursement       |

**\*G. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY20**

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 FY20 be approved:

**Exhibit 4G**

| Fund/SCC | School                      | Account Description       | Amount      |   |
|----------|-----------------------------|---------------------------|-------------|---|
| 007-9052 | Jefferson Elementary School | Jefferson Jennings        | \$240.00    | New FY20 Budget Only                              |
| 018-9410 | Edison Elementary School    | Edison (Main)             | \$35,700.00 | Revised FY20 Budget; Revised FY20 Purpose & Goals |
| 018-9420 | Grant Elementary School     | Grant (Main)              | \$18,000.00 | Revised FY20 Budget; Revised FY20 Purpose & Goals |
| 019-9134 | NCIW                        | Success Academy           | \$2,300.00  | New FY20 Budget Only                              |
| 019-9810 | School of Innovation        | Mastin/Lakeland-PSE Grant | \$880.00    | New FY20 Budget Only                              |

\*H. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$184,500.00 be returned to the General Fund:

| <u>Fund/SCC</u> | <u>Amount of Return</u> |
|-----------------|-------------------------|
| 006-0000        | \$184,500.00            |

\*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).

|                                   |             |
|-----------------------------------|-------------|
| 035-9001 Termination Benefit Fund | \$50,000.00 |
|-----------------------------------|-------------|

\*J. Transfer of Funds (to permanently close inactive account)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amount be transferred to the General Fund (001-0000) from the Fund/SCC listed below.

| <u>Transfer FROM Fund/SCC</u>    | <u>Transfer TO Fund/SCC</u> | <u>Amount</u> |
|----------------------------------|-----------------------------|---------------|
| 012-9001 Adult Education Welding | 001-General Fund            | \$7.30        |

\*K. Transfer of Funds (to close accounts - FY18 into FY20 and FY17 into FY18)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amount be transferred to the following Fund/SCC.

| <u>Transfer FROM Fund/SCC</u>   | <u>Transfer TO Fund/SCC</u>     | <u>Amount</u> |
|---------------------------------|---------------------------------|---------------|
| 413-9018 Post Secondary Nursing | 413-9020 Post Secondary Nursing | (\$45,290.14) |
| 516-9017 IDEA Part B            | 516-9018 IDEA Part B            | \$6.00        |

\*L. 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.

**Exhibit 4L**

\*M. Grant Application Acceptance

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

| <b>Institution Awarding the Grant</b> | <b>Fund/SCC</b> | <b>Amount</b> |
|---------------------------------------|-----------------|---------------|
| Mastin/Lakeland-PSE Grant- to SOI     | 019-9810        | \$875.00      |

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\*N. Gifts and Donations

1. Operation Keepsake donated \$1,895.87 to North High, 018-9210.
2. Mark Baughman donated \$494.58 to Royalview Elementary for outstanding lunch balances, 006-0000.

**SUPERINTENDENT'S REPORT**

A. School Board Recognition

The Ohio School Boards Association is celebrating "School Board Recognition Month" in January 2020 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 2020 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

C. Levy Report



Superintendent Steve Thompson provided updates on the levy.

**SUPERINTENDENT’S REPORT- Resolutions**

A. Resolution Opposing the State of Ohio EdChoice Scholarship (Voucher) Program

WHEREAS, the Ohio legislature has recently made amendments which greatly increase the number and availability of vouchers for students to attend private/parochial schools at public tax expense, and

WHEREAS, such vouchers will be available to numerous families and students who have never attended Willoughby-Eastlake City School District or any other public schools and for whom state funding has never been provided to Willoughby-Eastlake City School District or any other public schools, and

WHEREAS, the Willoughby-Eastlake City School District’s state funding will be unjustly decreased by the amount of the vouchers provided to such families and students who have not and will not attend public schools and others who transfer to private/parochial schools, and

WHEREAS, private/parochial schools accepting students with public tax vouchers would not be required to accept all students but would be permitted to retain their selective admission policies without enforcement of other laws applicable to public schools, and

WHEREAS, private/parochial school students are not subject to the testing standards required of public school students so that the actual performance of private/parochial schools subsidized with public tax dollars will not be known, relative to equivalent public school evaluation standards, and

WHEREAS, this Board believes that the EdChoice voucher program as it currently exists presents serious constitutional issues regarding the separation of church and state and the funding of religious institutions with public tax dollars, and

WHEREAS, the State of Ohio has the constitutional responsibility to secure a thorough and efficient system of common schools, and

WHEREAS, the EdChoice voucher program will have exactly the opposite effect by providing funding to private/parochial schools at the expense and to the detriment of public schools and their students.

NOW, THEREFORE, BE IT RESOLVED by the Willoughby-Eastlake City School Board of Education that this Board reaffirms its commitment to free accessible public schools which are adequately and equitably funded to guarantee a comparable education for ALL children and therefore opposes and respectfully requests the repeal of the ill-conceived EdChoice voucher program of the State of Ohio.

BE IT FURTHER RESOLVED that this Board opposes any funding programs, vouchers or otherwise, that have the effect of diverting public tax dollars from public schools to private/parochial schools.

BE IT FURTHER RESOLVED that the Treasurer is hereby authorized and directed to forward copies of this Resolution to all Ohio state legislators, the Superintendent of Public Instruction and Governor of the State of Ohio.

**Exhibit 6A**

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It was moved by Mr. Jones and seconded by Mrs. Zuren to approve the Resolution Opposing the State of Ohio EdChoice Scholarship (Voucher) Program.

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

B. McKinley Elementary School Building

Be it resolved upon the recommendation of the Superintendent and Treasurer that A RESOLUTION APPROVING THE SALE OF REAL PROPERTY LOCATED ON 1200 LOST NATION ROAD TO THE LAKE COUNTY PORT AUTHORITY AND AUTHORIZING THE BOARD TO ENTER INTO A PURCHASE AGREEMENT TO EFFECTUATE THE SALE be approved.

**Exhibit 6B**

**R-20-09**

It was moved by Mr. Merhar and seconded by Mr. Roskos to approve the resolution regarding McKinley Elementary School Building.

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

\*C. 2020-2021 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 2020-2021 course selection guides for High School, Middle School and the School of Innovation Middle School be approved.

**Exhibit 6C**

\*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.

**Exhibit 6D**

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**Public Comment:** Chris Schock was present to discuss the tax levy budget and an independent audit, and Andy Zaverl was present to read a letter asking for Key Club to be reinstated.

**\*MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, February 10, 2020, 7:00 p.m., at the Administration Building, 35353 Curtis Blvd., 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-20-10**

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.

Appointments: Mrs. Zuren was appointed as the delegate to OSBA, and Mr. Jones was appointed as the alternate.

**ADJOURNMENT**

At 8:14 p.m., there being no further business, it was moved by Mr. Merhar and seconded by Mr. Roskos 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