

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, **February 9, 2015** at 7:02 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.

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.

Sandy Caporossi, from the American Field Service (AFS), presented the "Top School Award" to South High School. South High was chosen from among 1500 schools to receive this award. The school was chosen for actively promoting global citizenship through intercultural learning. The entire school community has always welcomed our foreign exchange students and hopefully learned about different cultures. South has also actively promoted opportunities for students to travel abroad. Congratulations, South High School.

Mrs. Rachel Aho, Grant Elementary Principal, introduced staff member, Mrs. Christy Alvord and some of her 5th Grade students, from Grant Elementary School. The students have integrated Reading, Writing and Science together to learn about the Design Process. The end goal was for students to use the Design Process to create a prosthetic limb (hand or leg) that would function correctly and hopefully be visually appealing. In order to do this, the students read about other inventors and the process they went through in order to make a product. Then they researched and wrote an informational report on an inventor and their inventions. The final process was for the students to work in teams to create a prosthetic. The group members had to research the functions of the limb and design models already created. Then they were to use a variety of materials to make the prosthetic. The students were reminded to think of the customer concerns. Would the prosthetic be comfortable? What would the prosthetic allow the person to do? Would the prosthetic look similar to the limb they needed replaced? Once the prosthetic was created, the members tested it out. Once they were satisfied, they presented their prosthetic limb to the class.

Kimberly Cantwell, Principal of Royalview Elementary School, Mayor Richard Bonde of Willowick, and students from Royalview Elementary School did a presentation on Engaging Community Members and giving back to the City of Willowick.

Approval Of Minutes Of January 12, 2015.

February 9, 2015

R-15-11

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve the Minutes Of January 12, 2015.

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

Approval Of Minutes Of January 20, 2015.

R-15-12

It was moved by Mrs. Scott and seconded by Mrs. Zuren to Approve the Minutes Of January 20, 2015.

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

TREASURER'S REPORT

*A. Financial Report for Month Ending January 31, 2015 **Exhibit 3A**

*B. Amended Appropriations for FY15

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY15 be approved. **Exhibit 3B**

*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 3C**

*D. 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 \$15,000 or more;

February 9, 2015

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
251084- Woodhill Supply	5,000.00	9,291.73	4,291.73
350240- Willo Transportation	24,646.00	55,944.00	31,298.00
251065- Petermann	216,632.09	442,292.72	225,660.63
251353- Mars Electric	2,500.00	8,793.85	6,293.85

To approve the following Then and Now Certificates

PO Number	Vendor	Description	Amount
251546	PSI	Nursing Services- Nov.	12,364.56
251697	NEOLA, Inc.	Complete Administrative Guidelines development service as per license agreement.	8,350.00
150724	The City of Willoughby	SRO	450.00
150726	Ohio High School Ath. Association	Wrestling State Duals Tournament 1/28/15	256.00
150727	South Event Workers	Blanket- Event workers (non-security) for OHSAA Wrestling State Duals Tournament 1/28/15	700.00
150728	South Event Workers	Blanket- security for OHSAA Wrestling State Duals Tournament 1/28/15	150.00
251703	Playhouse Square Foundation	Graduation/Commencement	13,028.20

To approve the following Blanket Certificates of \$15,000 or more

Requisition	Vendor	Amount	Description
BUS0386	Comdoc, Inc.	40,000.00	Click charges for copiers within District- effective Jan.- March 2015
PUPSMF31	Lake County ESC	15,000.00	Lake Erie Lead- Feb. 2015 tuition
PUPSME33	Lake County ESC	57,000.00	Vocational Ed. tuition- Feb. 2015
PUPSMF45	Lake County ESC	120,000.00	Kennedy- Lead and Sail tuition- Feb. 2015
PUPSMF40	Lake County ESC	16,000.00	Lake Academy tuition- Feb. 2015
PUPSMF36	Lake County ESC	28,000.00	Early Childhood Ed. tuition- Feb. 2015
PUPSME37	Lake County ESC	196,000.00	County Personnel fees- Feb. 2015

***E. 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, 2015 through December 31, 2015. Cost for this service is \$250.00.

***F. 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 CY15 in the amount of \$8,278.00 including an Electronic Subscription to School Management News.

***G. 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
Target	019-9010	\$700.00

***H. 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>
020-9320 WMS Wig Wam	001-General Fund	\$79.78

February 9, 2015

*I. Transfer of Funds (to remit remaining proceeds from closed account to building 018)

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

<u>Transfer TO Fund/SCC</u>	<u>Amount</u>
018-9320 WMS Public School Support	\$79.78

*J. Transfer of Funds (to establish new Fund/SCC)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amounts be transferred:

Transfer FROM Fund/SCC	Amount
018-9320 WMS Public School Support	\$4,530.97

Transfer TO Fund/SCC	Amount
018-9326 Math Department	\$4,530.97

*K. Transfer of Funds (for debt service pmts)

Be it resolved upon the recommendation of the Superintendent and Treasurer that \$1,693,819.79 from the Permanent Improvement Fund 003-0000 be transferred to the Bond Retirement Fund to make the following debt service payments:

	<u>AMOUNT</u>
002-9001 Tax Qualified School Construction	\$1,090,803.75
002-9002 Certificates of Participation (Tax Qualified)	\$141,350.40
002-9003 Certificates of Participation (Tax Exempt)	\$257,884.38
002-9004 HB 264 Energy Conservation	\$88,778.13
002-9007 Certificates of Participation Series 2014 (Eaton)	<u>\$115,003.13</u>
	\$1,693,819.79

*L. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$1,693,800.00 to the following fund to cover debt service payments:

February 9, 2015

Fund/SCC **Advance**
 003-0000 \$1,693,800.00

*M. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$28,050.00 be returned to the General Fund:

FUND/SCC	Amount of Return
009-9233	\$28,050.00

*N. Gifts and Donations

1. Mr. Dan Eiermann donated used hand tools (screwdrivers, hammers, and drill bits) for use by Success Academy students.
2. Adventure Chrysler Jeep donated \$500.00 to Willoughby Middle 018-9320.
3. PTO donated \$3,500.00 to Edison Elementary for transportation 018-9410.
4. Band Boosters donated \$700.00 to South High Athletics 300-9401.
5. North Music Boosters Assoc. donated \$814.71 to North High Choir for busing reimbursement 200-9302.
6. Mr. and Mrs. Donald Romano donated a time share in Va. valued at \$1,750.00 to Willowick Middle Athletic Dept. 300-9201.

*O. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY15

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 FY15 be approved: **Exhibit 30**

FUND/SCC	School	Program	Amount	
011-9001	Career Academy	Auto Services	18,800.00	Revised FY15 Budget/New FY15 P-G
018-9215	North	North High School Science	1,000.00	New FY15 Budget/ New FY15 P- G
018-9320	Willoughby	Willoughby	14,000.00	Revised FY15 Budget Only
018-9325	Willoughby	Willoughby Power of the Pen	4,870.00	Revised FY15 Budget Only
018-9326	Willoughby	Willoughby Math	5,000.00	New FY15 Budget/ New FY15 P-G

February 9, 2015

018-9430	Jefferson	Jefferson	12,400.00	Revised FY15 Budget/ New FY15 P-G
019-9002	South	South High Rebel Moms	4,000.00	New FY15 Budget/ New FY15 P-G
019-9009	Career Academy	Health Informatics Program- Pilot Site Grant	5,000.00	New FY15 Budget/ New FY15 P-G
019-9010	Jefferson	Target Field Trip Grants- Jefferson	700.00	New FY15 Budget/ New FY15 P-G
200-9101	Willoughby	Willoughby Art Club	3,746.00	Revised FY15 Budget Only
200-9409	South	South High Drama Club	17,750.00	Revised FY15 Budget/ Revised FY15 P-G
200-9410	South	South High Foreign Language	3,130.00	Revised FY15 Budget/ Revised FY15 P-G
300-9201	Willowick	Willowick Athletics	28,120.00	Revised FY15 Budget Only

*P. Proposed Budget for Lake County RSVP Program for April 1, 2015 – March 31, 2016

Be it resolved upon the recommendation of the Superintendent and Treasurer the following Proposed Budgets be approved:

<u>Fund</u>	<u>School/Program</u>	<u>Amount</u>
599-9016	Lake County RSVP	\$188,008.00

*Q. U.S. Communities Government Purchasing Alliance

Be it resolved upon the recommendation of the Treasurer the District join the U.S. Communities Government Purchasing Alliance to take advantage of discounted supplies and services. The cost to join is free.

*R. Establishment of Temporary Change Fund

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Temporary Change Fund be established in the amount of \$100.00.

February 9, 2015

Change Fund	Amount	Designated School Official
Cosmetology Salon 001 opu 233	\$100.00	Sue Roseum, Career Academy Director Mindy Montello, Cosmetology Instructor

SUPERINTENDENT’S REPORT- Administrative Reports

A. Willoughby-Eastlake City Schools District Calendar

A discussion regarding the calendar and whether or not it will be printed or go online.

SUPERINTENDENT’S REPORT- Resolutions

A. Purchase Agreement for Edison Elementary Parcel B (amended)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Amended Purchase Agreement for Parcel B (Edison Elementary School property) be approved. **Exhibit 5A**

R-15-13

It was moved by Mrs. Scott and seconded by Mr. Brickner to Approve the Purchase Agreement for Edison Elementary Parcel B (amended).

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

B. 2015 Traffic Improvement Project/Paving Maintenance Project

Be it resolved upon the recommendation of the Superintendent and Treasurer that the proposal from Greenland Engineering for the 2015 Traffic Improvement Project/Paving Maintenance Project in the amount of \$13,900.00 be approved. **Exhibit 5B**

R-15-14

It was moved by Mrs. Newyear and seconded by Mrs. Zuren to Approve the 2015 Traffic Improvement Project/Paving Maintenance Project.

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

*C. Middle School Course Selection Guide

Be it resolved upon the recommendation of the Superintendent that the 2015-16 Middle School Course Selection Guide be adopted. **Exhibit 5C**

February 9, 2015

*D. High School Course Selection Guide

Be it resolved upon the recommendation of the Superintendent that the 2015-16 High School Course Selection Guide be adopted. **Exhibit 5D**

*E. Shared Services

Be it resolved upon the recommendation of the Superintendent and Treasurer that the district collaborate with other school districts in Lake County to identify opportunities for joint purchases of common consumables in order to increase economies of scale and reduced prices.

*F. Lake Health Sponsorship Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Lake Health Sponsorship Agreement effective February 1, 2015 through January 31, 2025 be approved. **Exhibit 5F**

*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. **Exhibit 5G**

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-15-15

February 9, 2015

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

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

MEETING NOTIFICATION

The next Regular Board of Education Meeting is scheduled to be held Monday, March 9, 2015, 7:00 p.m., in the Kennedy Community School located at 34050 Glen Dr., Eastlake, OH.

It was moved by Mrs. Zuren 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.

At 8:06 p.m., it was moved by Mrs. Newyear and seconded by Mrs. Zuren to adjourn to executive session to consider the purchase or sale of property and the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

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

At 10:00 p.m., it was moved by Mrs. Newyear and seconded by Mrs. Zuren to adjourn the executive session and reconvene the regular meeting in open session.

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

ADJOURNMENT

At 10:01 p.m., there being no further business, it was moved by Mrs. Scott and seconded by Mr. Brickner 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