

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 12, 2018** at 7:00 p.m. in the Northern Career Institute- Eastlake Campus located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Thomas Beal, Brian Jones, Rena Perchinske, 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.

Approval Of Minutes Of January 8, 2018.

R-18-13

It was moved by Mrs. Perchinske and seconded by Mrs. Zuren to Approve the Minutes Of January 8, 2018.

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

Approval Of Minutes Of January 18, 2018.

R-18-14

It was moved by Dr. Beal and seconded by Mr. Jones to Approve the Minutes Of January 18, 2018.

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

Approval Of Minutes Of January 30, 2018.

R-18-15

It was moved by Mrs. Zuren and seconded by Mr. Jones to Approve the Minutes Of January 30, 2018.

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

TREASURER'S REPORT

*A. Financial Report for Month Ending December 31, 2017 **Exhibit 3A**

*B. Financial Report for Month Ending January 31, 2018 **Exhibit 3B**

*C. Amended Appropriations for FY18 (Dec.)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY18 be approved. **Exhibit 3C**

*D. Amended Appropriations for FY18 (Jan.)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY18 be approved. **Exhibit 3D**

*E. Amended Certificate of Estimated Resources (Dec.)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Certificate of Estimated Resources be approved. **Exhibit 3E**

*F. Amended Certificate of Estimated Resources (Jan.)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Certificate of Estimated Resources be approved. **Exhibit 3F**

G. A RESOLUTION DETERMINING TO SUBMIT TO THE ELECTORS OF THE SCHOOL DISTRICT THE QUESTION OF THE RENEWAL OF AN EXISTING TAX LEVY PURSUANT TO SECTIONS 5705.194 TO 5705.197 OF THE REVISED CODE

Exhibit 3G

R-18-16

It was moved by Mrs. Perchinske and seconded by Mr. Jones to Approve A RESOLUTION DETERMINING TO SUBMIT TO THE ELECTORS OF THE SCHOOL DISTRICT THE QUESTION OF THE RENEWAL OF AN EXISTING TAX LEVY PURSUANT TO SECTIONS 5705.194 TO 5705.197 OF THE REVISED CODE.

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

H. PNC Bank Master Resolution and Authorization for Depository Accounts and Treasury Management Services

Be it resolved upon the recommendation of the Superintendent and Treasurer the Master Resolution and Authorization for Depository Accounts and Treasury Management Services with PNC Bank be approved. **Exhibit 3H**

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R-18-17

It was moved by Mrs. Zuren and seconded by Dr. Beal to Approve the PNC Bank Master Resolution and Authorization for Depository Accounts and Treasury Management Services.

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

*I. Business Associate Agreement with Medical Mutual of Ohio

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Business Associate Agreement with Medical Mutual of Ohio be approved. **Exhibit 3I**

*J. Business Associate Contract with DS Benefits Group, LLC

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Business Associate Contract with DS Benefits Group, LLC be approved. **Exhibit 3J**

*K. 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 invoices that exceed the respective p.o. by \$3,000 or more

Purchase Order	P.O. Amount	Invoice Amount	Increase
281454- Central Warehouse	10,000.00	15,190.05	5,190.05

To approve the following Then and Now Certificates

PO Number	Vendor	Description
281694	Illuminating Co.	Line cost agreement for South High new construction

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

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Requisition	Vendor	Amount	Description
FIN738	NEO	60,000.00	02/01/18-03/31/18 Blanket for Health Care Reimbursement

*L. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$404,900.00 to the following fund(s) to avoid negative balance at month end.

<u>Fund/SCC</u>	<u>Advance</u>
006-0000	\$170,000.00
439-9018	\$250.00
021-9001	\$14,000.00
022-9001	\$6,000.00
401-9018	\$39,000.00
401-9318	\$35,200.00
413-9018	\$140,000.00
551-9018	\$450.00

*M. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$183,650.00 be returned to the General Fund:

<u>Fund/SCC</u>	<u>Amount of Return</u>
572-9018	\$40,000.00
590-9018	\$30,500.00
006-0000	\$112,900.00
439-9018	\$250.00

*N. 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	\$150,000.00
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*O. Gifts and Donations

1. Mrs. Margaret Hoffman donated a 2003 Buick Lesabre Custom to the Auto Collision Program.
2. Cleveland Browns Football Company LLC donated \$1,000.00 to North Athletics (prize winner), 300-9301.
3. SOI PTO donated \$3,000.00 to the School of Innovation for SOI Book Nook, 018-9250.

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4. American Welding Society donated \$350.00 to NCI to purchase welding supplies, 018-9230.
5. Beth Falkner-Brown donated \$350.00 to RSVP, 599-9018.

***P. 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
Lake County Commissioners- to RSVP	599-9018	\$5,835.00
W-E City Schools Foundation Grant- to EMS, WMS, WWMS	018-0000	\$18,000.00

***Q. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY18**

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 FY18 be approved: **Exhibit 3Q**

Fund/SCC	School	Account Description	Amount					
018-0000	BOE	W-E Foundation	27,500.00	Revised FY18 Budget Only				
018-9132	BOE- Curriculum	Early Literacy Program	500.00	New Fund-SCC; New FY18 Budget; New FY18 Purpose & Goals				
018-9170	Jefferson, Longfellow, Grant (Mgd. By BOE)	Special Education Life Skills	1,750.00	New Fund-SCC; New FY18 Budget; New FY18 Purpose & Goals				
200-9330	North High School	North High Coffee Cart Club	2,240.00	New Fund-SCC; New FY18 Budget; New FY18 Purpose & Goals				
200-9501	NCIW	Auto Body	2,500.00	New FY18 Budget; New FY18 Purpose & Goals				

***R. Proposed Budget for Lake County RSVP Program for April 1, 2018 – March 31, 2019**

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>
599-9019	Lake County RSVP	\$185,526.00

SUPERINTENDENT’S REPORT- Administrative Report

A. Construction Update

Steven Nedlik and John Lonchyna presented on a construction update.

B. Gina Kevern, Curriculum Department Overview

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Gina Kevern and Nicole Stotler provided an overview of the primary initiatives and functions of the Curriculum Department, including an introduction to new courses, utilization of programming, Illuminate and the use of assessments and data.

SUPERINTENDENT’S REPORT- Resolutions

A. South High School Alternate Bid

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following alternate bid representing the renovation of two hallways (the STEM section), the construction of a collaborative learning space, and the removal of the upper bleachers at South High School, totaling \$1,966,134.28, be approved. **Exhibit 5A**

R-18-18

It was moved by Mrs. Zuren and seconded by Mrs. Perchinske to Approve the South High School Alternate Bid.

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

B. Driveway Easement Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Driveway Easement Agreement be approved. **Exhibit 5B**

R-18-19

It was moved by Mr. Jones and seconded by Mrs. Perchinske to Approve the Driveway Easement Agreement.

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

C. A RESOLUTION ACCEPTING A DONATION OF PROPERTY ON CURTIS BOULEVARD ADJACENT TO THE DISTRICT'S TRANSPORTATION FACILITY

Be it resolved upon the recommendation of the Superintendent and Treasurer that A RESOLUTION ACCEPTING A DONATION OF PROPERTY ON CURTIS BOULEVARD ADJACENT TO THE DISTRICT'S TRANSPORTATION FACILITY be approved. **Exhibit 5C**

R-18-20

It was moved by Mrs. Perchinske and seconded by Dr. Beal to Approve A RESOLUTION ACCEPTING A DONATION OF PROPERTY ON CURTIS BOULEVARD ADJACENT TO THE DISTRICT'S TRANSPORTATION FACILITY.

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

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D. The Cleveland Electric Illuminating Company General Service Installation Line Cost Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that The Cleveland Electric Illuminating Company General Service Installation Line Cost Agreement for South High School in the amount of \$70,398.64 be approved. **Exhibit 5D**

R-18-21

It was moved by Mrs. Zuren and seconded by Mr. Jones to Approve The Cleveland Electric Illuminating Company General Service Installation Line Cost Agreement.

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

E. Lake County Board of Developmental Disabilities/Deepwood

Be it resolved upon the recommendation of the Superintendent and Treasurer that the 36 month lease agreement with the Lake County Board of Developmental Disabilities for space at the former Washington Elementary School be renewed for an additional twelve (12) months per the terms of the existing lease agreement that was approved in July of 2015.

Exhibit 5E

R-18-22

It was moved by Dr. Beal and seconded by Mrs. Perchinske to Approve Lake County Board of Developmental Disabilities/Deepwood.

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

*F. 2018-2019 College Credit Plus (CCP) Master Agreements with Kent State University & Lakeland Community College

Be it resolved upon the recommendation of the Superintendent that the 2018-2019 College Credit Plus Master Agreements with Kent State University and Lakeland Community College be approved. **Exhibit 5F**

*G. Overnight and/or Out of State Field Trip Request (North High)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the North High School Varsity Baseball team to participate in team building activities and game competitions in Myrtle Beach, South Carolina, on Saturday, March 24, 2018 through Friday, March 30, 2018 be approved.

*H. Overnight and/or Out of State Field Trip Request (North High)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the North High School Girls' Fastpitch team to participate in team building activities and

practice games in Myrtle Beach, South Carolina, on Saturday, March 24, 2018 through Friday, March 30, 2018 be approved.

*I. Overnight and/or Out of State Field Trip Request (South High)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the South High School Varsity Softball team to participate in baseball competitions in Pigeon Forge, Tennessee, on Saturday, March 24, 2018 through Saturday, March 31, 2018 be approved.

*J. Overnight and/or Out of State Field Trip Request (South High)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the South High School Varsity Baseball team to participate in baseball competitions at Disney's Wide World of Sports in Orlando, Florida, on Sunday, March 25, 2018 through Friday, March 30, 2018 be approved.

*K. 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 5K

***MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, March 12, 2018, 7:00 p.m., at the Northern Career Institute- Eastlake Campus located at 34050 Glen Dr., 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.

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R-18-23

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.

ADJOURNMENT

At 8:07 p.m., there being no further business, it was moved by Mrs. Perchinske and seconded by Dr. Beal 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