

REGULAR BOARD MEETING (Monday, February 10, 2025)

Generated by Alyse Allison on Tuesday, February 11, 2025

As Supplemented by the video recording that can be found [here](#).

1. Introduction**A. Call to Order****B. Roll Call- 6:00 p.m.**

Ms. Krista Bair - Present

Ms. Gabrielle Miller - Present

Ms. Denise Verdi - Present

Ms. Jaime Shatsman - Present

Ms. Stacy Menser - Present

C. Pledge of Allegiance**2. Approval of Agenda****A. Approval of Agenda**

A motion was made to approve agenda.

Motion by Ms. Krista Bair

Second by Ms. Denise Verdi

Bair Aye	Miller Aye	Verdi Aye	Shatsman Aye	Menser Aye	R-25-14
Motion Approved					5-0

3. Presentation**A. Jefferson Elementary School - Portrait of a Graduate, Teacher Recognition****B. Royalview Elementary School - Portrait of a Graduate, Teacher Recognition****C. Willoughby Middle School - Portrait of a Graduate, Teacher Recognition****D. Brian Patrick - Impact and Connection Awards**

Brian Patrick, Director of Human Resources, Safety, Security and Operations recognized staff members that have received the Impact and Connection Award from Willoughby Middle School, Jefferson Elementary, and Royalview Elementary School. This award is in recognition of a staff member's outstanding contributions as a valued member of the Willoughby-Eastlake City Schools staff, who consistently demonstrates a commitment to excellence, always seeking to help others and support the vision of the district. Their dedication and positive attitude are an inspiration to all. The recipients were nominated by fellow colleagues of the district.

4. Community Engagement**A. Public Comment**

5 minutes recess.

5. Board Members' Business**A. Legislative Update**

Vice President Shatsman talked about the release of the Governor's budget. She talked about the need to update the cost base inputs from the 2022 levels.

B. AI Task Force Update - Krista Bair and Gabrielle Miller

1. Board members Bair and Miller gave an update from the last AI Task Force meeting. They talked about how students can productively use AI and not make the use of it, punitive. The third AI Task Force meeting will take place in March. W-E is among seven early adopters for AI.

2. President Menser congratulated Vice President Shatsman for being awarded the 2025 OSBA training award.

6. Minutes**A. Approval of Minutes January 6, 2025**

A motion was made to approve the organizational/regular board meeting minutes of January 6, 2025.

Motion by Ms. Krista Bair

Second by Ms. Gabrielle Miller

Bair Aye Miller Aye Verdi Aye Shatsman Aye Menser Aye R-25-15
Motion Approved 5-0

Please [click here](#) to view the January 6, 2025 Minutes.

B. Approval of Minutes of January 27, 2025

A motion was made to approve the special board meeting minutes of January 27, 2025.

Motion by Ms. Jaime Shatsman

Second by Ms. Krista Bair

Bair Aye Miller Aye Verdi Aye Shatsman Aye Menser Aye R-25-16
Motion Approved 5-0

Please [click here](#) to view the January 27, 2025 Minutes.

7. Treasurer's Report

A. * Financial Report for Month Ending January 31, 2025

A motion was made to approve Financial Report for Month Ending January 31, 2025.

Please [click here](#) to view the January 31, 2025 Financials.

B. OEPI Membership

Be it resolved upon the recommendation of the Superintendent and Treasurer that the 2025 Ohio Education Policy Institute (OEPI) membership be approved.

Motion by Ms. Jaime Shatsman

Second by Ms. Denise Verdi

Bair Aye Miller Aye Verdi Aye Shatsman Aye Menser Aye R-25-17
Motion Approved 5-0

Please [click here](#) to view the OEIP Membership.

C. * Approved ROTH 403(b) & 457 Providers

Be it resolved upon the recommendation of the Treasurer that the updated list of Approved ROTH 403 (b) & 457 Providers be approved.

Please [click here](#) to view the Approved ROTH 403(b) & 457 Providers.

D. * Grant Application Acceptance

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

Institution Awarding the Grant	Fund/SCC	School	Amount
ODHE Talent Ready Award	499-9425	NCIE	52,630.00
Job Coach/Skills Trainer Project	499-9225	District	11,400.00
The Berlin Family Education Association	007-9011	SHS	4,559.00
The Berlin Family Education Association	007-9035	NHS	7,995.00

E. * Student Activity Accounts

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 FY25 be approved:

Fund/SCC	School	Account Description	Amount	Comments
007-9011	SHS	South Berlin	4,559.00	New FY25 Budget Only
007-9035	NHS	North Berlin	22,600.00	Revised FY25 Budget Only
018-9250	SOI	School of Innovation (Main)	32,970.00	Revised FY25 Budget Only
018-9449	Royalview	Royal Council	2,402.00	Revised FY25 Budget; Revised FY25 Purpose & Goals
018-9459	Royalview	Royalview Courtyard	800.00	Revised FY25 Budget; Revised FY25 Purpose & Goals
019-9273	NCIW	NCI Bus Tech The Veale Foundation	16,300.00	Revised FY25 Budget Only

Fund/SCC	School	Account Description	Amount	Comments
200-9109	WMS	Willoughby 8th Grade Club	9,500.00	Revised FY25 Budget Only

Please [click here](#) to view the February 2025 SA.

F. * Purchase Orders

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, and "then and now" certificates over \$3,000;

NOW, THEREFORE BE IT RESOLVED BY THE WILLOUGHBY-EASTLAKE BOARD OF EDUCATION:

To approve the following Then and Now Certificates

PO #	Vendor	Amount	Description
254466	Montgomery County, Ohio	3,080.00	Tuition Services for a student placed at Center of Adolescent Services

G. * Gifts and Donations

1. Thomas Jefferson Elementary PTO donated \$680.00 to 018-9430 Jefferson (Main) to be used at the Principal's discretion.
2. The Boy Scout Troop at St. Bede's Church donated \$107.94 to 018-9250 School of Innovation (Main) for playground stenciling project supplies.
3. Jeffrey Mackey donated a 2002 Mercury Sable to NCIW.

8. Superintendent - Announcements

A. North/South High Schools Experience Night

B. Second Semester

C. Steering Committee #2 Update

D. Katy Nagaj, Director of Teaching, Learning and Innovation - Curriculum Update

9. Superintendent - Resolutions

A. Primary Service Agreement with the Educational Service Center of Northeast Ohio for the 2025-2026 and 2026-2027 school years

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Primary Service Agreement with the Educational Service Center of Northeast Ohio for the 2025-2026 and 2026-2027 school years be approved.

Motion by Ms. Jaime Shatsman

Second by Ms. Denise Verdi

Bair Aye Miller Aye Verdi Aye Shatsman Aye Menser Aye R-25-18

Motion Approved 5-0

Please [click here](#) to view the Primary Service Agreement with the ESCNEO.

B. Cybersecurity Program Partnership Proposal

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Cybersecurity Program Partnership Proposal with the District and Paradigm Cyber Ventures to implement a cybersecurity program in the high schools for the 2025-2026 school year be approved.

Motion by Ms. Krista Bair

Second by Ms. Gabrielle Miller

Bair Aye Miller Aye Verdi Aye Shatsman Aye Menser Aye R-25-19

Motion Approved 5-0

Please [click here](#) to view the Paradigm Cyber Venture Agreement.

C. Special Education Model Adoption Resolution

Be it resolved upon the recommendation of the Superintendent that the Special Education Model Adoption Resolution for the 2024-2025 school year be approved.

Motion by Ms. Krista Bair

Second by Ms. Gabrielle Miller

Bair Aye	Miller Aye	Verdi Aye	Shatsman Aye	Menser Aye	R-25-20
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Motion Approved	5-0
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Please [click here](#) to view the 2025 Special Education Model Adoption Resolution.

D. ESC of the Western Reserve Addendum - Curriculum Services: One Needs/One Plan Consultation

Be it resolved upon the recommendation of the Superintendent and Treasurer that the addendum with the ESC of the Western Reserve for Curriculum Services: One Needs/One Plan Consultation for the 2023-2025 school year be approved.

Motion by Ms. Krista Bair

Second by Ms. Denise Verdi

Bair Aye	Miller Aye	Verdi Aye	Shatsman Aye	Menser Aye	R-25-21
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Motion Approved	5-0
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Please [click here](#) to view the ESCWR Addendum- Curriculum Services and please [click here](#) to view the ESCWR One Needs- On Plan Consultation.

E. Career Tech Resolution

Be it resolved upon the recommendation of the Superintendent and Treasurer that the resolution to withdraw from EXCEL TECC and transition to a Comprehensive Career-Technical Education Model by the 2027-2028 school year be approved.

Motion by Ms. Jaime Shatsman

Second by Ms. Denise Verdi

Bair Aye	Miller Aye	Verdi Aye	Shatsman Aye	Menser Aye	R-25-22
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Motion Approved	5-0
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Please [click here](#) to view the Resolution to withdraw from Excel TECC.

F. Administrative and Exempt Employee Compensation Plan and Schedule of Benefits

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Administrative and Exempt Compensation Plan and Schedule of Benefits be approved.

Motion by Ms. Krista Bair

Second by Ms. Gabrielle Miller

Bair Aye	Miller Aye	Verdi Aye	Shatsman Aye	Menser Aye	R-25-23
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Motion Approved	5-0
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Please [click here](#) to view the Administrative and Exempt Employee Compensation Plan and Schedule of Benefits.

G. Memorandum of Agreements with Willoughby-Eastlake Classified Professionals (WECP)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Memorandum of Agreements with WECP effective July 1, 2024 through June 30, 2026 be approved.

Motion by Ms. Jaime Shatsman

Second by Ms. Krista Bair

Bair Aye	Miller Aye	Verdi Aye	Shatsman Aye	Menser Aye	R-25-24
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Motion Approved	5-0
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Please [click here](#) to view the MOA- WECP- rest breaks and lunch time, please [click here](#) to view the MOA- WECP- vacations, please [click here](#) to view the MOA- WECP- vacation carry over.

H. * 2025-2026 College Credit Plus Partnership Agreements with Lakeland Community College, Cuyahoga Community College and Kent State University

Be it resolved upon the recommendation of the Superintendent that the 2025-2026 College Credit Plus (CCP) Agreements with Lakeland Community College, Cuyahoga Community College and Kent State University be approved.

Please [click here](#) to view the College Credit Plus Partnership Agreement with Lakeland Community College, please [click here](#) to view the MOU with Cuyahoga College, please [click here](#) to view the Kent State CCP MOU.

I. * Special Service Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that an agreement be entered into with the following institution to provide special services to students for the 2024-2025 school year: Educational Service Center of Northeast Ohio - Crossroads Day Treatment Center.

Please [click here](#) to view the ESC of Northeast Ohio.

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

Be it resolved upon the recommendation of the Superintendent that an educational trip for the Varsity Softball Team from North High School to participate in baseball team related activities at Myrtle Beach, South Carolina, from Sunday, March 23, 2025 through Friday, March 28, 2025 be approved.

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

Be it resolved upon the recommendation of the Superintendent that an educational trip for the Varsity Baseball Team from North High School to participate in baseball team related activities at Myrtle Beach, South Carolina, from Monday, March 24, 2025 through Saturday, March 29, 2025 be approved.

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

Be it resolved upon the recommendation of the Superintendent that an educational trip for the French Students from South High School to travel to Quebec and Montreal, Canada to visit historical sites, monuments, and other important landmarks on from Wednesday, October 8, 2025 through Sunday, October 12, 2025 be approved and a waiver be granted for the two days of missed school.

M. * Overnight and/or Out of State Trip Request (NCI-Willoughby)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the Business Academy Students from NCI-Willoughby to participate in the DECA Competition in Columbus, Ohio from Monday, March 10, 2025 through Thursday, March 13, 2025 be approved and a waiver be granted for the three days of missed school

N. * Parent/Guardian Transportation Agreement Revision

WHEREAS, the student(s) identified below have been determined to be residents of this school district and eligible for transportation services; and WHEREAS, after a careful evaluation of all available options, it has been determined that it is impractical to provide transportation for these student(s) to their selected schools(s); and WHEREAS, the following factors as identified in Revised Code 3327.02 have been considered: 1. The time and distance required to provide the transportation 2. The number of pupils to be transported 3. The cost of providing transportation in terms of equipment, maintenance, personnel, and administration 4. Whether similar or equivalent service is provided to other pupils eligible for transportation 5. Whether and to what extent the additional service unavoidably disrupts current transportation schedules 6. Whether other reimbursable types of transportation are available; and WHEREAS, the option of offering payment-in-lieu of transportation is provided in the Ohio Revised Code; THEREFORE BE IT RESOLVED, that the Willoughby-Eastlake Board of Education hereby approves the declaration that it is impractical to transport the students identified herein and offers the parent(s)/guardian(s) of students named on the attachment, payment-in-lieu of transportation.

10. Personnel Agenda

A. * Certified Personnel

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Certified Personnel Agenda be approved.

Please [click here](#) to view the Certified Personnel.

B. * Classified Personnel

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Classified Personnel Agenda be approved.

Please [click here](#) to view the Classified Personnel.

C. * Supplemental Contracts

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Supplemental Contracts be approved.

Please [click here](#) to view the Supplemental Contracts.

11. Superintendent -Informational Items**A. First Reading of the Following Policies:**

1. Policy [0100](#) - Definitions
2. Policy [0142.1](#) - Oath
3. Policy [0151](#) - Organizational Meeting
4. Policy [0152](#) - Officers
5. Policy [0155](#) - Committees
6. Policy [0163](#) - Presiding Officer
7. Policy [0164](#) - Notice of Meetings
8. Policy [0165](#) - Board Meetings
9. Policy [0165.1](#) - Regular Meetings (Rescind)
10. Policy [0165.2](#) - Special Meetings (Rescind)
11. Policy [0166](#) - Agendas
12. Policy [0167.2](#) - Use of Personal Communication Devices
13. Policy [0167.20166](#) - Executive Session
14. Policy [0167.7](#) - Use of Personal Communication Devices
15. Policy [0173](#) - Board Officers (Rescind)
16. Policy [1130](#) - Conflict of Interest
17. Policy [2265](#) - Protections of Individual Beliefs, Affiliations, Ideals, or Principles of Political Movements and Ideology
18. Policy [3113](#) - Conflict of Interest
19. Policy [4113](#) - Conflict of Interest
20. Policy [4120.08](#) - Employment of Personnel for Co-Curricular/Extra-Curricular Activities
21. Policy [4121](#) - Criminal History Record Check
22. Policy [5131](#) - Student Transfers
23. Policy [5200](#) - Attendance
24. Policy [5780](#) - Student/Parent Rights
25. Policy [6110](#) - Grant Funds
26. Policy [6111](#) - Internal Controls
27. Policy [6112](#) - Cash Management of Grants
28. Policy [6114](#) - Cost Principles - Spending Federal Funds
29. Policy [6218](#) - Cash Balance Reserve Policy
30. Policy [6220](#) - Budget Preparation
31. Policy [6320](#) - Purchasing and Bidding
32. Policy [6325](#) - Procurement - Federal Grants/Funds
33. Policy [6460](#) - Vendor Relations
34. Policy [6550](#) - travel Payment & Reimbursement/Relocation Costs
35. Policy [7310](#) - Disposition of Surplus Property
36. Policy [7450](#) - Property Inventory
37. Policy [7530.01V1](#) - Cellular Telephone Allowance
38. Policy [7530.02](#) - Staff Use of Personal Communication Devices
39. Policy [8310](#) - Public Records
40. Policy [9160](#) - Public Attendance at School Events

12. Meeting Notification**A. * Meeting Notification**

The next regular Board of Education Meeting is scheduled for Monday, March 10, 2025, 6:00 p.m., at the Administration Building, 35353 Curtis Blvd., Eastlake, OH.

13. Consent Calendar**A. Adoption of Consent Calendar**

Motion by Ms. Krista Bair

Second by Ms. Jaime Shatsman

Bair Aye	Miller Aye	Verdi Aye	Shatsman Aye	Menser Aye	R-25-25
Motion Approved					5-0

14. Other Business**A. Adjourn to Executive Session**

It is recommended that the Board move into Executive Session.

Moved by Mrs. Krista Bair, seconded by Ms. Gabrielle Miller, Resolved that the Board of Education of the Willoughby-Eastlake City School District adjourn into Executive Session at 8:20 p.m. to discuss:

	Personnel Matters (Individuals need not be named)
	Appointment and/or employment of a public employee
X	Appointment and/or employment of a public official
	Dismissal
	Discipline
	Promotion or demotion
	Compensation
	Investigation of charges and/or complaints
	Purchase or sale of property
	Conferences with legal counsel related to pending or imminent court action
	Negotiations
	Security arrangements
	Economic Development
	Matters required to be kept confidential by state or federal law

Action will not be taken.

Motion by Ms. Krista Bair

Second by Ms. Gabrielle Miller

Bair Aye	Miller Aye	Verdi Aye	Shatsman Aye	Menser Aye	R-25-26
Motion Approved					5-0

Reconvened at 8:55 p.m.

15. Closing**A. Adjournment**

A motion was made to adjourn.

Motion by Ms. Denise Verdi

Second by Ms. Gabrielle Miller

Bair Aye	Miller Aye	Verdi Aye	Shatsman Aye	Menser Aye	R-25-27
Motion Approved					5-0

Adjourned 8:56 p.m.

 Treasurer

 President