

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, **April 8, 2013** at 7:04 p.m. in the Kennedy Community School located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Paul Brickner, Dan Hoffman, Connie Newyear, Sharon Scott, and Margaret Warner.

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

Approval of Minutes of March 11, 2013.

R-13-16

It was moved by Mrs. Newyear and seconded by Mr. Hoffman to Approve the Minutes of March 11, 2013.

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 February 28, 2013 **Exhibit A**
- B. A Resolution Declaring That Surplus Buses Of The Board Of Education Are No Longer Needed For Any School Purpose And Authorizing The Sale Of The Surplus Buses By Public Auction **Exhibit B**

R-13-17

It was moved by Mr. Brickner and seconded by Mrs. Scott to Approve A Resolution Declaring That Surplus Buses Of The Board Of Education Are No Longer Needed For Any School Purpose And Authorizing The Sale Of The Surplus Buses By Public Auction.

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

- C. Purchase Order Overage Exceeding \$3,000

Be it resolved upon the recommendation of the Superintendent and Treasurer, in accordance with the ORC for invoice increases exceeding the purchase order balance by \$3,000 or more, the Board approve the following invoices for payment, and the Treasurer be authorized to sign the Fiscal Certificate:

<u>Vendor</u>	<u>P.O.</u>	<u>P.O. Amount</u>	<u>Invoice Amount</u>	<u>Purpose</u>
Summit County ESC	330436	\$19,046.39	\$22,350.64	LD Teacher
Various (Nursing)	231623	\$95,000.00	\$103,512.03	Direct Loan Refunds

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D. Purchase Order Approvals

Be it resolved upon the recommendation of the Superintendent and Treasurer, in accordance with the ORC for *after-the-fact* purchase orders, the Board approve the following invoice for payment, and the Treasurer be authorized to sign an amended Fiscal Certificate for each:

<u>Vendor</u>	<u>P.O. Number</u>	<u>P.O. Date</u>	<u>Invoice Date</u>	<u>Amount</u>	<u>Purchased</u>
City of Willoughby	131113	03/28/13	1/1-3/31/13	\$5,160.00	SRO – WMS/South

E. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$1,051,500.00 to the following funds to avoid month end deficits.

003-0000	\$1,045,000.00	590-9013	\$1,500.00
009-9460	\$5,000.00		

F. Transfer of Funds (to cover Athletic Official fees)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amount be transferred from the General Fund.

300	\$4,940.00
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G. Transfer of Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amount 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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Be it further resolved upon the recommendation of the Superintendent and Treasurer that tax revenues for the Permanent Improvement Fund be transferred to the Bond Retirement Fund to make debt service payments:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
003 0000 Perm Improvement	001 0000 General Fund	1,583,936.66
001 0000 General Fund	002 0000 Bond Fund	1,583,936.66

H. Gifts and Donations

1. North High Boosters donated \$393.61 to the Art Department, \$1,086.00 for Library Books, \$525.00 to the Foreign Language Department, and \$600.00 to the Principal's 018 Fund
2. North High Music Boosters donated \$1,331.00 to the Instrumental Music 200 Fund
3. South High Boosters donated \$4,500.00 to South HS Athletics 300 Fund
4. The Kiwanis Club of Willoughby donated \$665.00 to the South High Key Club

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5. Pamela Stoldt donated \$270.00 to the EMS Autism Awareness Dance-a-thon
6. Various other donors contributed total donations of \$1,830.00 to the EMS Autism Awareness Dance-a-thon

I. Grant Application Acceptance

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

<u>Institution Awarding the Grant</u>	<u>Amount</u>	<u>Purpose</u>
Berlin Family Education Foundation	\$950.00	Unity/Diversity Program - South

J. Student Activity Program Purpose, Goals and Proposed Budgets for FY13

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Student Activity Program Purpose, Goals and Proposed Budget for FY13 be approved:

<u>Fund</u>	<u>School/Program</u>	<u>Amount</u>
200-9309	North Drama	\$2,300.00

SUPERINTENDENT'S REPORT

1. Beverage Provider Agreement

Be it resolved upon the recommendation of the Superintendent that the proposed Beverage Provider Agreement be adopted.

R-13-18

It was moved by Mrs. Scott and seconded by Mr. Hoffman to approve a resolution for Beverage Provider Agreement.

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

2. Adoption of Middle School & High School English Arts (ELA) Program

Be it resolved upon the recommendation of the Superintendent that the English Language Arts textbooks for implementation in the 2013-14 school year be approved. **Exhibit C**

R-13-19

It was moved by Mrs. Newyear and seconded by Mr. Hoffman to approve a resolution for Adoption of Middle School & High School English Arts (ELA) Program.

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

3. Contract for Furnishing School Pictures

Be it resolved upon the recommendation of the Superintendent that the contract for furnishing school photographs for the 2013-2014 and 2014-2015 be awarded to Inter-State Studio and Publishing Co., the company that submitted the lowest quote.

4. Director of Operations and Security

Be it resolved upon the recommendation of the Superintendent that policy 2411, providing for the job description of director of operations and security be adopted. **Exhibit D**

5. Acceptable Use of Education Technology Equipment

Be it resolved upon the recommendation of the Superintendent that policy 5118, providing for the acceptable use of education technology equipment for the district be adopted. **Exhibit E**

6. Overnight/Out of District Field Trip Request

Be it resolved upon the recommendation of the Superintendent that an educational trip for the students in the Welding Program at the Tech Center to attend the Skills USA Ohio Competition in Columbus, Ohio, from Tuesday, April 23, 2013 to Wednesday, April 24, 2013 be approved and a waiver be granted for the 2 days of missed school.

7. Overnight/Out of District Field Trip Request

Be it resolved upon the recommendation of the Superintendent that an educational trip for the South High School Student Council to attend the Ohio Association of Student Council State conference at Mansfield High School in Mansfield, Ohio, from Thursday, April 25, 2013 to Saturday, April 27, 2013 be approved and a waiver be granted for the 2 days of missed school.

8. Overnight/Out of District Field Trip Request

Be it resolved upon the recommendation of the Superintendent that an educational trip for the South High School Varsity Wrestling team to participate in the Varsity Wrestling Invitational at Marion County Fairgrounds Coliseum in Marion, Ohio, from Friday, January 10, 2014 to Saturday, January 11, 2014 be approved and a waiver be granted for the 1 day of missed school.

9. Overnight/Out of District Field Trip Request

Be it resolved upon the recommendation of the Superintendent that an educational trip for the South High School Varsity Wrestling team to participate in the Varsity Wrestling Invitational at Austintown Fitch High School in Austintown, Ohio,

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from Friday, January 24, 2014 to Saturday, January 25, 2014 be approved and a waiver be granted for the 1 day of missed school.

10. Personnel Agenda

WHEREAS, the Superintendent has recommended employment of the persons 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-13-20

It was moved by Mrs. Scott and seconded by Mrs. Newyear 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

The next Regular Board of Education Meeting is scheduled to be held Monday, May 13, 2013, 7:00 p.m., in the Kennedy Community School located at 34050 Glen Dr., Eastlake, OH.

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

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

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EXECUTIVE SESSION

At 8:13 p.m., it was moved by Mrs. Scott and seconded by Mr. Hoffman to adjourn to executive session.

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

At 8:15 p.m., executive session adjourned as there was no business to discuss.

ADJOURNMENT

At 8:15 p.m., there being no further business, it was moved by Mr. Hoffman and seconded by Mrs. Newyear 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