

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, **May 14, 2018** at 7:03 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.

Seniors from North High School were present to receive recognition by the Board of Education for their accomplishments. They exemplify the best qualities of North High students. The students, their parents and teachers deserve congratulations for their dedication and efforts.

Public Comment: Shawnte Lewis was present to question discrimination and training programs related to diversity.

Approval Of Minutes Of April 9, 2018.

R-18-38

It was moved by Mrs. Zuren and seconded by Mr. Jones to Approve the Minutes Of April 9, 2018.

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 April 30, 2018 **Exhibit 3A**

*B. Amended Appropriations for FY18

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY18 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. Five-Year Forecast

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WHEREAS, §5705.391 of the Ohio Revised Code requires that a five-year forecast be submitted to the Ohio Department of Education prior to October 31 of each year; and

WHEREAS, an amendment to Administrative Rule 3301-92-04 now requires all public school districts to update their five-year forecasts and assumptions between April 1 and May 31;

NOW, THEREFORE, BE IT RESOLVED that the attached forecast be accepted and submitted to the Ohio Department of Education.

Exhibit 3D

R-18-39

It was moved by Mrs. Perchinske and seconded by Dr. Beal to Approve the Five-Year Forecast.

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

- E. A RESOLUTION REQUESTING, AUTHORIZING AND DIRECTING THE LAKE COUNTY BOARD OF ELECTIONS TO REMOVE THE QUESTION OF A RENEWAL PROPERTY TAX LEVY FROM THE AUGUST 7, 2018 BALLOT

Exhibit 3E

R-18-40

It was moved by Mrs. Zuren and seconded by Mr. Jones to Approve A RESOLUTION REQUESTING, AUTHORIZING AND DIRECTING THE LAKE COUNTY BOARD OF ELECTIONS TO REMOVE THE QUESTION OF A RENEWAL PROPERTY TAX LEVY FROM THE AUGUST 7, 2018 BALLOT.

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

- F. A RESOLUTION APPROVING AND AUTHORIZING A FOURTH SUPPLEMENTAL GROUND LEASE, A FIFTH SUPPLEMENTAL LEASE-PURCHASE AGREEMENT AND RELATED DOCUMENTS PROVIDING FOR FINANCING THE COSTS OF THE CONSTRUCTION, ENLARGING AND OTHER IMPROVEMENT, FURNISHING AND EQUIPPING, AND THE LEASE AND EVENTUAL ACQUISITION, OF FACILITIES AND IMPROVEMENTS TO FACILITIES FOR SCHOOL DISTRICT PURPOSES, AND AUTHORIZING AND APPROVING OTHER RELATED MATTERS

Exhibit 3F

R-18-41

It was moved by Mr. Jones and seconded by Dr. Beal to Approve A RESOLUTION APPROVING AND AUTHORIZING A FOURTH SUPPLEMENTAL GROUND LEASE, A FIFTH SUPPLEMENTAL LEASE-PURCHASE AGREEMENT AND RELATED DOCUMENTS PROVIDING FOR FINANCING THE COSTS OF THE CONSTRUCTION, ENLARGING AND OTHER IMPROVEMENT, FURNISHING AND EQUIPPING, AND THE LEASE AND EVENTUAL ACQUISITION, OF

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FACILITIES AND IMPROVEMENTS TO FACILITIES FOR SCHOOL DISTRICT PURPOSES, AND AUTHORIZING AND APPROVING OTHER RELATED MATTERS.

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

G. NWOCA Contract

Be it resolved upon the recommendation of the Treasurer that the following contract with North West Ohio Computer Association be approved. **Exhibit 3G**

R-18-42

It was moved by Mrs. Perchinske and seconded by Mrs. Zuren to Approve the NWOCA Contract.

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

H. Healthcare Process Consulting, Inc.

Be it resolved upon the recommendation of the Treasurer that an agreement between Willoughby-Eastlake City School District and Healthcare Process Consulting, Inc. (HPC) for three years beginning July 1, 2018- June 30, 2021 with an annual fee of \$31,000.00 be approved. **Exhibit 3H**

R-18-43

It was moved by Dr. Beal and seconded by Mr. Jones to Approve Healthcare Process Consulting, Inc.

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

I. Amended 2018 RSVP Recipient Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended 2018 RSVP Recipient Agreement be approved. **Exhibit 3I**

R-18-44

It was moved by Mrs. Perchinske and seconded by Mrs. Zuren to Approve the Amended 2018 RSVP Recipient Agreement.

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

*J. Sale of Equipment Directly to Parent

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following equipment be sold directly to parent, Kelly Lepo, for \$904.70 as based on the calculation of the residual value. **Exhibit 3J**

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*K. Sale of Equipment

Be it resolved upon the recommendation of the Superintendent and Treasurer that Connie Newyear be permitted to purchase her used Chromebook from the District at a cost of \$79.38.

*L. 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 |
|----------------------------------|-------------|----------------|----------|
| 280536- Lake County ESC | 60,000.00 | 67,704.00 | 7,704.00 |
| 281594- House Hasson Hardware Co | 12,000.00 | 17,281.73 | 5,281.73 |

To approve the following Then and Now Certificates

| PO Number | Vendor | Description |
|-----------|---------------------------|---|
| 282014 | Educational Funding Group | E-Rate Services for 16-17 funding yr. |
| 282111 | Mayfield City Schools | Tuition for CEVEC students 2016-17 and 2017-18 SY |

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

| Requisition | Vendor | Amount | Description |
|-------------|---------------|-----------|-------------------------------|
| PUPS453 | Misc. Vendors | 53,515.53 | Transportation for 2017-18 SY |

*M. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$63,750.00 be returned to the General Fund:

| <u>Fund/SCC</u> | <u>Amount of Return</u> |
|-----------------|-------------------------|
| 006-0000 | \$36,000.00 |
| 021-9001 | \$8,500.00 |
| 516-9018 | \$18,800.00 |
| 551-9018 | \$450.00 |

*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 | \$85,000.00 |
|-----------------------------------|-------------|

*O. Transfer of Funds (to close accounts- FY18 into FY19)

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> |
|-------------------------------|-----------------------------|---------------|
| 599-9018 RSVP | 599-9019 RSVP | \$44,559.91 |

*P. Public Records Training

Be it resolved upon the recommendation of the Treasurer that three hours of Public Records Training be approved for Board members Thomas Beal, Brian Jones, and Amy Zuren whose terms began January 1, 2018. **Exhibit 3P**

*Q. Gifts and Donations

1. Advance Transportation Systems, Inc. donated \$250.00 to Eastlake Middle Student Council for the Autism Awareness Dance (NESS), 200-9005.
2. Willoughby Middle PTO donated \$1,000.00 to WMS for 8th grade day transportation, 018-9320.
3. Danielle Rohrbach donated \$500.00 to the Cosmetology program, 011-9003.
4. Jefferson Elementary PTO donated \$3,865.00 to Jefferson for transportation costs, 018-9430.
5. Julie Werner donated a 2005 Subaru Legacy to NCI for use by the Auto Collision program.
6. Teresa Gray donated Hamilton tickets valued at \$1,000.00 to North High Academic Decathlon, 200-9301

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***R. 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 |
|--|-----------------|---------------|
| Berlin Family Education Foundation to- South High School | 007-9011 | \$1,000.00 |
| Berlin Family Education Foundation to- North High School | 007-9035 | \$6,400.00 |
| GPD Group Employees Foundation to- Jefferson Elementary | 019-9510 | \$9,500.00 |

***S. 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 3S

| Fund/SCC | School | Account Description | Amount | | | | | |
|-----------------|--|-----------------------------------|---------------|---|--|--|--|--|
| 007-9010 | Treasurer's Office for North and South | Raynor Scholarship | 5,000.00 | New FY18 Budget; New FY18 Purpose & Goals | | | | |
| 200-9415 | South High School | South High National Honor Society | 1,900.00 | New FY18 Budget; New FY18 Purpose & Goals | | | | |
| 019-9510 | Districtwide Fund-SCC (Budget Jefferson) | GPD Group Employees Foundation | 9,500.00 | New Fund-SCC; New FY18 Budget; New FY18 Purpose & Goals | | | | |

SUPERINTENDENT'S REPORT- Resolutions

A. Strategic Plan - Reimagine19

Be it resolved upon the recommendation of the Superintendent that the Reimagine19 Strategic Plan be approved.

Exhibit 4A

R-18-45

It was moved by Mrs. Zuren and seconded by Mr. Jones to Approve the Strategic Plan - Reimagine19.

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

B. Resolution Authorizing an Amendment to the AECOM CMR Agreement for demolition work at the new Board Office and improvements at the Transportation Facility

Be it resolved upon the recommendation of the Superintendent and Treasurer that an amendment to the AECOM CMR agreement for demolition work at the new Board office

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and improvements at the transportation facility in an amount not to exceed \$2,078,942.00 be approved. **Exhibit 4B**

R-18-46

It was moved by Mr. Jones and seconded by Mrs. Perchinske to Approve the Resolution Authorizing an Amendment to the AECOM CMR Agreement for demolition work at the new Board Office and improvements at the Transportation Facility.

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

C. Resolution Authorizing a Land Use Agreement with the Cuyahoga Soil and Water Conservation District at the School of Innovation

Be it resolved upon the recommendation of the Superintendent and Treasurer that a land use agreement with the Cuyahoga Soil and Water Conservation District at the School of Innovation be approved. **Exhibit 4C**

R-18-47

It was moved by Mrs. Perchinske and seconded by Mrs. Zuren to Approve the Resolution Authorizing a Land Use Agreement with the Cuyahoga Soil and Water Conservation District at the School of Innovation.

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

D. Lake County ESC Lease Agreement Renewal

Be it resolved upon the recommendation of the Superintendent and Treasurer that the agreement with the Lake County Educational Service Center to lease space at Washington Elementary School, effective July 1, 2018 through June 30, 2019 be approved.

Exhibit 4D

R-18-48

It was moved by Mr. Jones and seconded by Dr. Beal to Approve the Lake County ESC Lease Agreement Renewal.

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

E. Lake County ESC Agreements (Human Resource Services and Programs)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the attached agreements with the Lake County Educational Service Center (ESC) for Human Resource Services and Programs effective July 1, 2018 through June 30, 2019 be approved.

Exhibit 4E

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R-18-49

It was moved by Mrs. Zuren and seconded by Mr. Jones to Approve the Lake County ESC Agreements (Human Resource Services and Programs).

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

F. MAP Assessment Renewal

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Map Assessment Renewal effective September 1, 2018 through August 31, 2019 in the amount of \$65,762.50 be approved. **Exhibit 4F**

R-18-50

It was moved by Dr. Beal and seconded by Mr. Jones to Approve the MAP Assessment Renewal.

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

*G. App Creator Course Recommendation

Be it resolved upon the recommendation of the Superintendent that an additional elective at the middle schools titled App Creators, a course provided by Project Lead the Way (PLTW) be approved. **Exhibit 4G**

*H. District Beverage Proposal

Be it resolved upon the recommendation of the Superintendent that the proposal submitted by Pepsico for sponsorship and services be accepted and a contract be entered into with them for approval at next board meeting. **Exhibit 4H**

*I. Overnight and/or Out of State Field Trip Request (Willoughby Middle)

Be it resolved upon the recommendation of the Superintendent that an educational trip for students from Willoughby Middle School to participate in the "Power of the Pen" state finals at the College of Wooster, in Wooster, Ohio, from Thursday, May 24, 2018 to Friday May 25, 2018 be approved.

*J. 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

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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 4J**

***MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, June 25, 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.

R-18-51

It was moved by Mrs. Zuren and seconded by Mrs. Perchinske to adopt all items in the Consent Calendar.

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

At 8:12 p.m., it was moved by Mrs. Perchinske and seconded by Mrs. Zuren to adjourn to executive session to consider 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 9:46 p.m., it was moved by Mrs. Perchinske and seconded by Mrs. Zuren to adjourn the executive session and reconvene the regular meeting.

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

ADJOURNMENT

At 9:47 p.m., there being no further business, it was moved by Dr. Beal and seconded by Mrs. Zuren to adjourn.

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

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The video tape of the meeting is hereby incorporated herein by reference.

President

Treasurer