

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, **June 22, 2015** at 7:01 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.

PUBLIC COMMENT: Danyel Rieth was present to discuss the Family Education Coordinator position being eliminated, and Linda Robinson was present to discuss Dyslexia curriculum.

Approval Of Minutes Of May 11, 2015.

R-15-51

It was moved by Mrs. Scott and seconded by Mr. Brickner to Approve the Minutes Of May 11, 2015.

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

Approval Of Minutes Of May 11, 2015 (Special meeting)

R-15-52

It was moved by Mrs. Zuren and seconded by Mrs. Newyear to Approve the Minutes Of May 11, 2015 (Special meeting).

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 May 31, 2015

Exhibit 3A

*B. Amended Appropriations for FY15

June 22, 2015

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. Willoughby-Eastlake Public Library 2016 Budget Request

WHEREAS, the Board of Education is required to approve the Annual Tax Budget developed by the Board of Trustees of the Willoughby-Eastlake Public Library; and

WHEREAS, the Board of Library Trustees is required to submit its 2016 Annual Tax Budget for the consideration of the County Budget Commission prior to July 20, 2015;

NOW, THEREFORE, BE IT RESOLVED that the Board approve the attached budget of the Board of Library Trustees for the year commencing January 1, 2016. **Exhibit 3D**

R-15-53

It was moved by Mrs. Newyear and seconded by Mrs. Zuren to Approve the Willoughby-Eastlake Public Library 2016 Budget Request.

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

E. **A RESOLUTION DECLARING THE NECESSITY OF SUBMITTING THE QUESTION OF THE ISSUANCE OF SCHOOL IMPROVEMENT BONDS IN THE AGGREGATE PRINCIPAL AMOUNT OF \$115,750,000 FOR THE PURPOSE OF CONSTRUCTING, RENOVATING, REMODELING, REHABILITATING, ADDING TO, FURNISHING, EQUIPPING AND OTHERWISE IMPROVING BUILDINGS AND FACILITIES, AND PREPARING, EQUIPPING AND OTHERWISE IMPROVING REAL ESTATE, FOR SCHOOL DISTRICT PURPOSES, TO THE ELECTORS OF THE SCHOOL DISTRICT PURSUANT TO SECTION 133.18 OF THE REVISED CODE.**

Be it resolved upon the recommendation of the Superintendent and Treasurer that A RESOLUTION DECLARING THE NECESSITY OF SUBMITTING THE QUESTION OF THE ISSUANCE OF SCHOOL IMPROVEMENT BONDS IN THE AGGREGATE PRINCIPAL AMOUNT OF \$115,750,000 FOR THE PURPOSE OF CONSTRUCTING, RENOVATING, REMODELING, REHABILITATING, ADDING TO, FURNISHING, EQUIPPING AND OTHERWISE IMPROVING BUILDINGS AND FACILITIES, AND PREPARING, EQUIPPING AND OTHERWISE IMPROVING REAL ESTATE, FOR SCHOOL DISTRICT PURPOSES, TO THE ELECTORS OF THE SCHOOL DISTRICT PURSUANT TO SECTION 133.18 OF THE REVISED CODE be approved.

R-15-54

It was moved by Mrs. Newyear and seconded by Mrs. Zuren to Approve the RESOLUTION DECLARING THE NECESSITY OF SUBMITTING THE QUESTION OF THE ISSUANCE OF SCHOOL IMPROVEMENT BONDS IN THE AGGREGATE PRINCIPAL AMOUNT OF \$115,750,000 FOR THE PURPOSE OF CONSTRUCTING, RENOVATING, REMODELING, REHABILITATING, ADDING TO, FURNISHING, EQUIPPING AND OTHERWISE IMPROVING BUILDINGS AND FACILITIES, AND PREPARING, EQUIPPING AND OTHERWISE IMPROVING REAL ESTATE, FOR SCHOOL DISTRICT PURPOSES, TO THE ELECTORS OF THE SCHOOL DISTRICT PURSUANT TO SECTION 133.18 OF THE REVISED CODE.

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

*F. FY16 Permanent Appropriations

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Permanent Appropriations for FY16 be approved. **Exhibit 3F**

G. Five-Year Forecast- Revised

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 3G**

R-15-55

It was moved by Mrs. Scott and seconded by Mrs. Zuren to Approve the Five-Year Forecast- Revised.

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

*H. A Resolution to Close Inactive Accounts

Be it resolved upon the recommendation of the Superintendent and Treasurer that the closing of the following inactive fund-special cost centers be approved: **Exhibit 3H**

*I. Purchase Orders and Blanket Certificates

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

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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;

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
251904- Lake County ESC	184,439.01	216,630.73	32,191.72
252064- Compass Group USA, Inc.	78,440.43	138,440.43	60,000.00
250805- Deepwood Center	29,883.88	33,705.00	3,821.12
251903- Lake County ESC	3,251.57	12,232.21	8,980.64
251928- Lake County ESC	17,492.72	37,105.17	19,612.45
251915- Lake County ESC	39,335.94	97,655.76	58,319.82

To approve the following Then and Now Certificates

PO Number	Vendor	Description	Amount
252110	Then Design	Architectural services for renovation projects within District	101,228.06
252132	Rettig Music, Inc.	Assorted music repairs, supplies, equipment	9,041.67
151133	Extremes, LLC	FR spirit wear	1,897.00

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

Requisition	Vendor	Amount	Description
FIN416	Squire Patton Boggs LLP	30,000.00	Legal Services thru June 30, 2015
FIN417	Anthem Life	60,000.00	7/1/15-6/30/16 Blanket for Life Ins.

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FIN420	Dominion East Ohio Gas Company	225,000.00	For schools not covered by Ohio Schools Council 7/1/15-6/30/16
FIN421	Dominion East Ohio Gas Company	178,000.00	Blanket for East Ohio Gas Trans charges 7/1/15-6/30/16
FIN424	Fisher & Phillips LLP	50,000.00	Legal services 7/1/15-6/30/16
FIN426	Hoover Six and Assoc	50,000.00	Property tax legal 7/1/15-6/30/16
FIN422	Illuminating Co.	987,000.00	Blanket for electric bills 7/1/15-6/30/16
FIN423	L.C. Dept. of Utilities	237,000.00	Blanket for water/sewer bills 7/1/15-6/30/16
FIN425	Ohio Dept. of Job & Family Serv	30,000.00	Unemployment compensation monthly charges
FIN418	Ohio Schools Council- Gas	400,000.00	Gas bills covered by OSC for 7/1/15-6/30/16
FIN430	Rea & Associates, Inc.	40,000.00	Audit fees Blanket for 7/1/15-6/30/16
FIN429	Sheakley UniService, Inc.	30,000.00	Legal services blanket 7/1/15-6/30/16
FIN428	Squire Patton Boggs LLP	100,000.00	Blanket for legal services 7/1/15-6/30/16
FIN419	Standard Insurance Company	30,000.00	Blanket for Life Ins. 7/1/15-6/30/16
FIN400	Treasurer, State of Ohio	30,000.00	Blanket for Audit & Quality Review 7/1/15-6/30/16
FIN415	The HR Group LLC	35,000.00	Benefit Coordination Blanket total for FY16
TRA079	Lykins Oil Company	525,000.00	Blanket for fuel 15-16 school year
FIN445	Parental Transportation Reimbursements	40,000.00	7/01/15 - 6/30/16 Non-Public Parental Transportation Reimbursement - estimate
FIN446	Presence of IT Workforce	40,540.00	Estimate of billings 07/01/15-06/30/16 toward total up to \$75,340 quoted
BUS0432	Petermann Bus Transportation	60,000.00	District transportation- additional services for 2015-16 school year
BUS0437	Comdoc, Inc.	25,000.00	Click charges for copiers within district effective July-Sept. 2015

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FIN440	Medical Mutual of Ohio	2,000,000.00	07/01/15-09/30/15 blanket for employee medical, dental, vision and prescription insurance coverage
FIN441	NEO	50,000.00	07/01/15-09/30/15 blanket for Health Care Reimbursement
FIN442	STRS	97,645.00	Blanket for Board paid STRS 07/01/15-09/30/15

*J. Purchase/invoice approval

Be it resolved upon the recommendation of the Treasurer that the following purchase/invoice for \$251.30 be approved.

PO Number	Vendor	Amount	Description
150082	Misc. Vendors	\$251.30	Malley's Chocolates- Secretary's Day

*K. 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
Martha Holden Jennings, Grants-North English Department	019-9012	\$1,000.00
Success Academy Grant (anonymous donor)	019-9011	\$20,000.00
Lowe's Toolbox, Grants- North Library	019-9030	\$4,975.00
Compass Group- Chartwells	019-9040	\$5,000.00
ODE, Title V Part D- PEP Grant	599-9315	\$10,000.00

*L. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$9,500.00 to the following fund to avoid negative balance at month end:

<u>Fund/SCC</u>	<u>Advance</u>
021-9001	\$9,500.00

*M. Gifts and Donations

1. Jade Products donated \$200.00 toward new building to house the Welding program.
2. Margaret Gabriel donated a 1996 Ford Model: TAG and Serial No.: IFALP52U4TG303662 to the Auto Collision Program.
3. Willoughby Junior Women's Club donated \$200.00 to be used toward one of the outdoor Capstone Research Projects for the School of Innovation.
4. Willoughby Rotary Foundation and Dan Ruminski donated three iPad Air devices to assist students with Autism in the Job Training Program.
5. Bruce Trolli donated equipment purchased from General Electric, ancillary materials, materials to support the Community Service Project- the Community Bus for Willowick, and time to teach to the Welding Program.
6. Rebel Moms donated \$2,895.33 to South High Class of 2015, 200-9406.
7. Rebel Moms donated \$3,300.00 to South High 018-9220.
8. Royalview PTA donated \$820.00 to Royalview Elementary 018-9450.
9. After-Prom Parents donated \$2,000.00 to North High Class of 2016, 200-9307.
10. Academic Boosters donated \$700.00 to Willoughby Power of the Pen 018-9325.
11. Rebel Moms donated \$400.00 to South High 018-9220 toward staff luncheon.
12. North High Boosters donated \$2,000.00 to North High Quizbowl 200-9305.
13. Willoughby Middle PTO donated \$930.00 to WMS National Junior Honor Society 200-9106.
14. Music Boosters donated \$940.05 to North Choir 200-9302.
15. The WES Credit Union donated \$179.53 from the Visa Card Program to the Tech Center.

*N. 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 3N

Fund/SCC	School	Program	Amount	
011-9001	Career Academy	Auto Services	\$20,800.00	Revised FY15 Budget Only
018-9230	Career Academy	Career Academy (Main)	\$47,650.00	Revised FY15 Budget Only
200-9305	North	North High Quizbowl	\$1,500.00	Revised FY15 Budget Only
200-9308	North	North High Class of 2017	\$2,000.00	Revised FY15 Budget Only
200-9406	South	South High Class of 2015	\$21,750.00	Revised FY15 Budget; Revised FY15 P/G

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200-9409	South	South High Drama Club	\$19,050.00	Revised FY15 Budget Only
200-9412	South	South Key Club	\$7,290.00	Revised FY15 Budget Only

*O. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY16

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 FY16 be approved: **Exhibit 30**

Fund/SCC	School	Program	Amount	
018-9701	SOI	School of Innovation-Donations	\$43,000.00	New Account; New FY16 Budget; New FY16 P/G
019-9030	North	Grants- North Library	\$4,975.00	New Account; New FY16 Budget only
200-9301	North	North Decathlon	\$6,400.00	New FY16 Budget; New FY16 P/G
200-9307	North	North High Class of 2016	\$32,300.00	New FY16 Budget; New FY16 P/G

*P. Renewal of Employee Benefit Administration Services Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the services agreement with DS Benefits Group LLC commencing July 1, 2015 through June 30, 2016 be approved.

SUPERINTENDENT'S REPORT- Resolutions

A. H.B. 247 Career-Technical Education Resolution

WHEREAS, Section 3313.90 of the Ohio Revised Code stipulates that local school districts may adopt a resolution that specifies the district's intent not to provide career-technical education to students enrolled in grades seven and eight for a particular school year; and WHEREAS, Section 3313.90 further provides that if the district submits that resolution to the Ohio Department of Education by the thirtieth day of September of that school year, the department shall waive the requirement for that district to provide career-technical education to students enrolled in grades seven and eight for that particular school year; NOW, THEREFORE, BE IT RESOLVED that the Willoughby-Eastlake City School District School Board hereby waives the requirement to provide career-technical education in grades seven and eight for the 2015-2016 school year as allowed by Section 3313.90

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R-15-56

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve the H.B. 247 Career-Technical Education Resolution.

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

B. Inter-district Service Agreement with Lake County Educational Service Center

Be it resolved upon the recommendation of the Superintendent and Treasurer that the service agreement with the Lake County Educational Service Center commencing July 1, 2015 through June 30, 2016 be approved. **Exhibit 4B**

R-15-57

It was moved by Mrs. Scott and seconded by Mrs. Zuren to Approve the Inter-district Service Agreement with Lake County Educational Service Center.

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

C. HVAC Equipment purchase for the School of Innovation

Be it resolved upon the recommendation of the Superintendent and Treasurer that an agreement be entered into with Gardiner Service Co. to purchase HVAC equipment for the School of Innovation for a project cost not to exceed \$560,520.00. **Exhibit 4C**

R-15-58

It was moved by Mrs. Newyear and seconded by Mr. Brickner to Approve the HVAC Equipment purchase for the School of Innovation.

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

D. 2015-2016 School Fee Schedule

Be it resolved upon the recommendation of the Superintendent that the 2015-2016 fee schedule for materials other than textbooks used in the classroom be approved. **Exhibit 4D**

R-15-59

It was moved by Mr. Brickner and seconded by Mrs. Scott to Approve the 2015-2016 School Fee Schedule.

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

E. 2015-2016 Co-Curricular Fee Schedule

Be it resolved upon the recommendation of the Superintendent that the 2015-2016 fee schedule for co-curricular activities be approved. **Exhibit 4E**

R-15-60

It was moved by Mrs. Newyear and seconded by Mrs. Zuren to Approve the 2015-2016 Co-Curricular Fee Schedule.

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

*F. High School Curriculum Textbook Adoptions for the 2015-2016 school year

Be it resolved upon the recommendation of the Superintendent that the High School Curriculum Textbooks be adopted for implementation in the 2015-2016 school year. **Exhibit 4F**

*G. REVISED School Calendar for 2015-2016 school year

Be it resolved upon the recommendation of the Superintendent that the REVISED calendar for the 2015-2016 school year be approved. **Exhibit 4G**

*H. Parent/Guardian Transportation Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Parent/Guardian Transportation Agreement be approved. **Exhibit 4H**

WHEREAS, parents/guardians of those pupils listed in this agenda have requested that transportation be provided to various private or parochial schools; and

WHEREAS, it has been determined that these pupils are eligible to receive transportation in accordance with Section 3327.01 of the Ohio Revised Code; and

WHEREAS, the manager of transportation, after examination of existing school bus routes, time schedules, student residence locations, school location, and available school conveyances had determined that such services by school conveyance is impractical;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education declares such services by school conveyance is impractical; and

BE IT FURTHER RESOLVED that the Board authorizes offering parents/guardians of pupils attending these schools payment in lieu of providing such services, that the amount which is reimbursed by the state to the district and shall not exceed the state average cost to transport all pupils in the state the preceding year.

*I. Overnight/Out of District Field Trip Request

Be it resolved upon the recommendation of the Superintendent that an educational trip for the welding students from Career Academy, Willoughby Campus, to participate in the Skills USA National Competition in Louisville, Kentucky, from Monday, June 22, 2015 through Saturday, June 27, 2015 be approved.

*J. Re-Employment of Retired Personnel/Re-Employment of Retired Administrators - Adoption

Be it resolved upon the recommendation of the Superintendent that the Re-Employment of Retired Personnel/Re-Employment of Retired Administrators policy be approved.

Exhibit 4J

*K. Review of Policies - Adoption for the following.

Be it resolved upon the recommendation of the Superintendent that the following policies be approved.

Exhibit 4K

1. Evaluation of Principals and other Administrators (1530)
2. Meeting State Performance Indicators (2114)
3. College Credit Plus Program (2271)
4. Career Advising (2413)
5. Standards-Based Teacher Evaluation (3220)
6. Nonimmigrant Students and Foreign-Exchange Students (5114)
7. Student Accidents (5340)
8. Student Suicide (5350)
9. Graduation Requirements (5460)
10. Authorization to make Electronic Fund Transfers (6108)
11. Animals on District Property (8390)
12. School Safety (8400)

*L. Personnel Agenda

WHEREAS, the Superintendent has recommended employment of the person shown on the attached Personnel Agenda for the positions shown; and

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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 4L**

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-15-61

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, July 13, 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.

ADJOURNMENT

At 7:47 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.

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

President

Treasurer