

REGULAR BOARD MEETING (Monday, August 14, 2023)

Generated by Michelle Peters on Tuesday, August 22, 2023

1. Introduction

A. Call to Order

B. Roll Call - 7:00 p.m.

- Mrs. Krista Bair - Present
- Mr. Aaron Reedy - Present
- Mr. John Roskos - Present
- Mrs. Jaime Shatsman - Present
- Mrs. Stacy Menser - Present

C. Pledge of Allegiance

2. Approval of Agenda

A. Approval of Agenda

A motion was made to approve agenda.

Motion by Mrs. Jaime Shatsman

Second by Mr. Aaron Reedy

Bair Aye	Reedy Aye	Roskos Aye	Shatsman Aye	Menser Aye	R-23-103
					5-0

Motion Approved

3. Honors/Presentations

A. Scott Sell, North High Band Director

B. Fred Primavera, South High Band Director

4. Community Engagement

A. Board President Q & A

There were no Q & A this month.

B. Public Comment

- 1. John Blägrave of Willoughby OH - New Budget Voucher Impact on 2023/2024 Student Headcount, Employee Headcount and Budget

5. Board Members' Business

A. Board Discussion

The board scheduled a board work session on August 21, at 5:00 p.m.

B. Legislative Update

Vice President Shatsman stated there has been no major legislation coming through as it is the summer break. We will continue to analyze the impact on HB33 and the creation of the Department of Education and Workforce (DEW).

C. * Delegate Appointment for City of Willoughby Hills Tax Incentive Review Council

Be it resolved that upon the recommendation of the Board that the appointed delegate be approved for the Willoughby Hills Tax Incentive Review Council.

Delegate: Treasurer Nicholas Ciarniallo

D. * Delegate Appointment for OSBA Annual Capital Conference

Be it resolved upon the recommendation of the Board that the appointed delegate and alternate be approved to attend the OSBA Capital Conference meeting to be held on November 12-14 , 2023.

Delegate: Mr. Aaron Reedy

Alternate: Vice President Jaime Shatsman

6. Superintendent's Announcements

A. Update on the Events of the Week to Open Schools

B. Update on the First Two Weeks

C. Coffee Talk Series Kicks Off August 23, 2023

D. Entry Plan and Engagement Update: Community Advisory Committee is in Progress

7. Minutes

A. Approval of Minutes of July 10, 2023

A motion as made to approve the regular board meeting minutes of July 10, 2023.

Motion by Mr. John Roskos

Second by Mrs. Krista Bair

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-104
 Motion Approved 5-0

8. Treasurer's Report

A. * Financial Report for Month Ending July 31, 2023

A motion was made to approve Financial Report for Month Ending July 31, 2023.

Please [click here](#) to view July 2023 Financials.

B. * Amended Appropriations for FY24

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY24 be approved.

Please [click here](#) to view Appropriation Resolution & 412 Certificate, [click here](#) to view Appropriations Amendment, and [click here](#) to view Amended Appropriations Report.

C. Professional Development Stipends Recommendation

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that the district will provide professional development stipends to district employees for participation in training sessions for the 2023-2024 school year paid from the Title II-A, Title IV-A, Title I, and School Improvement federal grant funds at a rate of \$24.00 per hour per the WETA Master Agreement. The stipend rate for certified staff who serve as facilitators instructors for training sessions is \$34.00 per hour.

Motion by Mrs. Krista Bair

Second by Mrs. Jaime Shatsman

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-105
 Motion Approved 5-0

D. * Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$3,842,800.00 be returned to the General Fund:

Fund/SCC	Advance
024-9001	2,700,000.00
439-9023	16,800.00
507-9123	345,300.00
507-9423	15,700.00
516-9023	275,900.00
516-9123	169,600.00
536-9023	101,000.00
572-9023	73,000.00
572-9123	37,400.00
584-9023	15,800.00
587-9023	6,100.00
587-9123	26,100.00
590-9023	10,700.00
599-9123	49,400.00

E. * Transfer of Funds To Make Debt Service Payments

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amount be transferred to the Bond Fund (002-0000) from the PI Fund/SCC listed below.

Transfer FROM Fund	Description	Amount
003-0000	Permanent Improvement Fund	530,858.88

F. * Transfer of Funds To Fulfill Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amounts be transferred from the General Fund (agreement with Lake County Young Men's Christian Association and the City of Willoughby, Ohio).

Transfer TO Fund	Description	Amount
020-9010	Field House A/C FY24	5,000.00
020-9015	Pool A/C FY24	5,000.00

G. * Transfer of Grant Funds to Fiscal Year 2024

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amounts be transferred to fiscal year 2024.

Transfer FROM Fund/SCC	Transfer TO Fund/SCC	Amount
499-9723 Ohio AG School Safety Grant	499-9724 Ohio AG School Safety Grant	38,899.58

H. * Transfer of Funds to Close Account

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following be transferred to close account:

Close Fund/SCC	Transfer to Fund/SCC	Amount
018-9003 Spirit Media	001-0000 General Fund	.01
200-9324 NHS Class of 2021	200-9327 NHS Class of 2024	1,164.65
200-9326 NHS Class of 2023	200-9327 NHS Class of 2024	3,405.98
200-9427 SHS Class of 2023	200-9428 SHS Class of 2024	2,112.34

I. * Athletic Event Worker's Pay Schedule

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Athletic Event Worker's Pay Schedule be approved:
Please [click here](#) to view Athletic Event Worker's Pay Schedule.

J. * 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	School	Amount
Ohio School Safety & Security HVAC	499-9624	District	4,664.24
Ohio Safety Intervention	499-9224	District	16,095.42
Ohio Attorney General FY23 Safety Grant	499-9724	District	38,899.58

K. * Establishment of New Accounts

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following new accounts be established:

New Account	School	Account Description
499-9624	District	School Safety & Security HVAC
499-9224	District	Safety Intervention
499-9724	District	Ohio Attorney General FY23 School Safety Grant

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

PO #	Vendor	PO Amount	Invoice Amount	Increase
242448	CityWide Solutions/Almur Const	5,931.56	9,831.40	3,899.84
242524	Almur Construction Inc	3,000.00	7,600.00	4,600.00
242652	Kurtz Bros Inc	2,000.00	6,890.69	4,890.69

To approve the following Then and Now Certificates

PO #	Vendor	Amount	Description
242295	Raptor Technologies LLC	12,550.00	Raptor Contactless Sign In License District Renewal
242306	Payschools	12,467.00	Food Service Annual Software Agreement
242318	De Lage Landen Financial SVC	6,104.00	Lease Payment for District Copiers
242443	Peters Kalail & Markakis Co L.P.A.	7,440.00	Legal Services for June 2023
242448	CityWide Solutions/Almur Constr	9,831.40	Access Controls & Camera for New Foyer at SOI
242455	PowerSchool Group LLC	43,704.14	Schoolology Learning License and Subscription
242465	Love Insurance Agency	139,685.00	2nd of 3 Installments for Property Casualty Insurance
242466	Frontline Technologies Group	19,619.37	Time & Attendance, Unlimited Usage for Internal Employees
242469	DCW Group	10,000.00	Consulting Fees and Benefits Help Desk July 2023
242489	EqualLevel Inc	6,090.00	K12 Marketplace Annual Subscription with ELSA

242496	Ohio Schools Council	3,339.00	FY24 OSC/OASBO Bonefish Systems Fraud Agreement (eVAS/ePAS)
242516	Petermann Bus Transportation	22,778.10	Summer School Transportation Services June 2023
242517	Post Printing Co	3,673.58	District Printing Services June 2023
242534	Illuminate Education Inc	89,147.90	Illuminate DNA and eduCLIMBER
242691	Willow Transportation	18,134.55	Transportation Services for June 2023
242703	Illuminate Education Inc	5,487.76	Illuminate DNA and eduCLIMBER Software License
242760	Petermann Bus Transportation	18,277.47	District Transportation for June 2023
242824	Kone Inc	8,211.12	Maintenance Agreement for BOE. LF, NCIW, SHS, & SOI
242932	Compass Group USA Inc	18,511.79	District Food Service for June
340485	AllHearts LLC	6,552.39	Adults Scrubs/Supply Kit

M. * 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 FY24 be approved:

Fund/SCC	School	Account Description	Amount	Comments
007-9002	BOE	Autism Community	808.00	New FY24 Budget Only
007-9032	NHS	Stephen R Evans Auto Scholarship	500.00	New FY24 Budget Only
018-9168	NCIE	Preschool	20,000.00	New FY24 Budget; New FY24 Purpose & Goals
018-9210	NHS	North High School (Main)	8,000.00	Revised FY24 Budget Only
018-9330	WWMS	Willowick (Main)	9,000.00	New FY24 Budget; New FY24 Purpose & Goals
019-9201	NHS	North PLTW Comp Sci	3,173.00	New FY24 Budget Only
019-9202	NHS	North PLTW Engineering	5,800.00	New FY24 Budget Only
019-9224	SHS	South PLTW Comp Sci	3,173.00	New FY24 Budget Only
019-9225	SHS	South PLTW Engineering	5,800.00	New FY24 Budget Only
019-9452	Royalview	Royalview GPD Group Emp Found Grt	1,080.94	New FY24 Budget Only
022-9402	SHS	South OHSAA Tournaments	8,887.00	New FY24 Budget Only
200-9166	NCIE	Career Explorations	5,000.00	New FY24 Budget; New FY24 Purpose & Goals

Please [click here](#) to view August 2023 SA.

N. * Gifts and Donations

1. The Willoughby United Methodist Church Food Pantry donated \$3,000.00 to the district for school lunch debt.
2. Longfellow PTA donated \$6,152.99 to purchase a rock wall for students.

9. Superintendent - Resolutions

A. Crossroads Health Agreement

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that the agreement with Crossroads Health for the 2023-2024 school year be approved.

Motion by Mr. Aaron Reedy

Second by Mr. John Roskos

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-106

Motion Approved 5-0

Please [click here](#) to view Crossroads Health Agreement.

B. Allerton Hill Communications Consulting Services

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that the agreement with Allerton Hill Communications to provide communications to communities with in the district effective August 1, 2023 through July 31, 2024 in the amount of \$3,000 per month be approved.

Motion by Mrs. Krista Bair

Second by Mr. Aaron Reedy

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-107

Motion Approved 5-0

Please [click here](#) to view Allerton Hill Communications Consulting Services.

C. ESC of Northeast Ohio Inter-district Service Area Contract

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that the Inter-district Service Area Contract for the 2023-2024 school year with the ESC of Northeast Ohio be approved.

Motion by Mrs. Jaime Shatsman

Second by Mr. John Roskos

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-108
 Motion Approved 5-0
 Please [click here](#) to view ESC of Northeast Ohio Inter-district Service Area Contract.

D. ESC of the Western Reserve Addendum

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that the ESC of the Western Reserve addendum to the 2023-2025 school year agreement be approved.

Motion by Mrs. Krista Bair

Second by Mr. Aaron Reedy

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-109
 Motion Approved 5-0

Please [click here](#) to view ESC of the Western Reserve Addendum.

E. Willoughby-Eastlake Public Library Trustee Recommendation

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that Jeff Mackey be reappointed to the Library Board of Trustees for a seven year term, effective September 1, 2023 through August 31, 2030.

Motion by Mr. John Roskos

Second by Mr. Aaron Reedy

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-110
 Motion Approved 5-0

Please [click here](#) to view Willoughby-Eastlake Public Library Trustee Recommendation.

F. Resolution of Intent Not to Provide Career-Technical Education in Grades 7 and 8

WHEREAS Ohio Revised Code Section 3313.90(A) requires each city, local, and exempted village school district to provide for students in grades seven through twelve career-technical education by means of establishing and maintaining a program, by being a member of a joint vocational school district (JVSD), or by contracting with a JVSD or another school district; and

WHEREAS division (B) of Section 3313.90 provides that a board of education may adopt a resolution not to provide career-technical education to students enrolled in both grades seven and eight and will receive a waiver from the Ohio Department of Education so long as said resolution is filed by September 30 of that particular school year;

NOW THEREFORE BE IT, AND IT IS, HEREBY RESOLVED that, while the Willoughby-Eastlake Board of Education recognizes the importance of providing adequate training for students to enter their selected occupations, the Board hereby adopts this resolution notifying the Ohio Department of Education of its intent not to offer career-technical education for students enrolled in both grades seven and eight during the 2022-2023 school year; and

BE IT FURTHER RESOLVED that the Willoughby-Eastlake Board of Education respectfully requests that the Ohio Department of Education issue the waiver required by Ohio Revised Code Section 3313.90(B) and

BE IT FURTHER RESOLVED that the Treasurer is hereby directed to certify and submit a copy of this resolution to the Ohio Department of Education at the earliest opportunity so as to ensure its receipt by the Department on a date which is in no event later than the 30th day of September, 2023. This resolution was duly adopted during a public meeting of the Willoughby-Eastlake Board of Education held on August 14, 2023. In witness thereof, the parties hereby set their hands.

Motion by Mrs. Jaimie Shatsman

Second by Mrs. Krista Bair

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-111
 Motion Approved 5-0

Please [click here](#) to view Resolution of Intent Not to Provide Career-Technical Education in Grades 7 and 8.

G. Lead Lunchroom/Recess Monitor and Lead Study Hall Monitor Job Descriptions and Salary Schedule

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that the Job Descriptions and Salary Schedule for the Lead Lunchroom/Recess Monitor and Lead Study Hall Monitor be approved.

Motion by Mrs. Jaime Shatsman

Second by Mr. John Roskos

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-112
 Motion Approved 5-0

Please [click here](#) to view Lead Lunchroom-Recess Monitor Job Description, [click here](#) to view Lead Study Hall Monitor Job Description, and [click here](#) to view Classified Non-Union Pay Schedule.

H. Memorandum of Agreement with WETA (planning time for teachers)

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that the MOA with the Willoughby-Eastlake Teachers Association effective July 1, 2021 through June 30, 2024, be approved.

Motion by Mr. Aaron Reedy

Second by Mrs. Krista Bair

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-113

Motion Approved 5-0

Please [click here](#) to view Memorandum of Agreement with WETA (planning time for teachers).

I. Memorandum of Agreement with WECP (rest periods and lunch time)

A motion was made to resolve upon the recommendation of the Superintendent and Treasurer that the MOA with the Willoughby-Eastlake Classified Professionals effective August 1, 2021 through June 30, 2024, be approved.

Motion by Mr. Aaron Reedy

Second by Mr. John Roskos

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-114

Please [click here](#) to view memorandum of Agreement with WECP (rest periods and lunch time).

J. * 2023-2024 Amended Secondary School Fees

Be it resolved upon the recommendation of the Superintendent and Treasurer that the amended Secondary School Fee Schedule for materials other than textbooks used in the classroom for the 2023-2024 school year be approved, due to the cost increase for AP Exams.

Please [click here](#) to view 2023-2024 Amended Secondary School Fees.

K. * 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. * Administrative Personnel

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

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

B. * 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 Certified Personnel.

C. * 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 Classified Personnel.

D. * Supplemental Contracts

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

Please [click here](#) to view 2022-2023 Supplementals and [click here](#) to view 2023-2024 Supplementals.

11. Meeting Notification

A. * Meeting Notification

The next regular Board of Education Meeting is scheduled for Monday, September 11, 2023, 7:00 p.m., at the Administration Building, 35353 Curtis Blvd., Eastlake, OH.

12. Consent Calendar

A. Adoption of Consent Calendar

A motion was made to adopt the Consent Calendar.

Motion by Mrs. Jaime Shatsman

Second by Mr. Aaron Reedy

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-115
 Motion Approved 5-0

13. Other Business

A. Adjourn to Executive Session

It is recommended that the Board move into Executive Session.

Moved by Mrs. Krista Bair, seconded by Mrs. Jaime Shatsman, Resolved that the Board of Education of the Willoughby-Eastlake City School District adjourn into Executive Session at 7:48 p.m. to discuss:

	Personnel Matters (Individuals need not be named)
X	Appointment and/or employment of a public employee
	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.

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-116
 Motion Approved 5-0

Reconvened 9:06 p.m.

14. Closing

A. Adjournment

A motion was made to adjourn.

Motion by Mrs. Krista Bair

Second by Mr. Aaron Reedy

Bair Aye Reedy Aye Roskos Aye Shatsman Aye Menser Aye R-23-117
 Motion Approved 5-0

Adjourned 9:07 p.m.

 Treasurer

 President