

## 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, **September 11, 2017** at 7:01 p.m. in the Northern Career Institute- Eastlake Campus located at 34050 Glen Drive, Eastlake, Ohio with the following members present: Connie Newyear, Rena Perchinske, 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.

Staff from Willowick Middle School presented their 6th grade orientation and their #1st2Days. The 6th grade orientation was led by their 8th grade Lancer Leaders and the #1st2Days initiative was led by teachers, who devoted their first two days of the school year solely to building relationships with students.

**Public Comment:** Merl Wooley, Kimberly Frydrych, Jean DiSantis, Don DiSantis, and Kip Marlow were present to discuss the Rebel mascot/logo.

Approval Of Minutes Of August 14, 2017.

#### **R-17-53**

It was moved by Mrs. Scott and seconded by Mrs. Perchinske to Approve the Minutes Of August 14, 2017.

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 August 31, 2017

**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**

September 11, 2017

- D. A RESOLUTION AUTHORIZING THE TREASURER, DIRECTOR OF OPERATIONS AND SECURITY AND SUPERINTENDENT OF SCHOOLS TO SIGN CHANGE ORDERS FOR THE CAPITAL IMPROVEMENT PROJECT. **Exhibit 3D**

**R-17-54**

It was moved by Mrs. Zuren and seconded by Mrs. Warner to Approve the RESOLUTION AUTHORIZING THE TREASURER, DIRECTOR OF OPERATIONS AND SECURITY AND SUPERINTENDENT OF SCHOOLS TO SIGN CHANGE ORDERS FOR THE CAPITAL IMPROVEMENT PROJECT.

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

- \*E. 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 Then and Now Certificates

<b>PO Number</b>	<b>Vendor</b>	<b>Description</b>
280730	University of Oregon	DIBELS Data Entry and Reporting for the 2016-17 SY for grades 1-6 for new additional students moving in during SY
280961	Survoy's Superior Service Inc	Past due invoice for service call to Royalview cafeteria on 11-9-16 (work not covered under warranty)
280958	Time Warner Cable	Past due invoice- One-time charge to cancel service at NCI
280974	Sovereign Industries	Past due invoices (2-22-17, 2-23-17)
280973	W.B. Mason Co	Past due invoices (4/11/17, 4/12/17)

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

<b>Requisition</b>	<b>Vendor</b>	<b>Amount</b>	<b>Description</b>
PUPS34	Mayfield City Schools	242,910.00	Payment for Mayfield City Schools Hearing Impaired Program 2017-18 school yr. blanket
PUPS39	Willo Transportation	551,035.00	Transportation for special needs students 2017-2018
PUPS22	PSI	70,600.00	Nursing services for 2017-2018 school yr.
PUPS28	Lake County ESC	60,000.00	Tuition for students in DH 2017-2018 school yr. blanket
FIN825	Nursing reimb. from loans	245,000.00	Blanket for LPN refunds from Direct Loans for Aug. 2017 to Jan. 2018

\*F. Purchase Order Approval

Be it resolved upon the recommendation of the Treasurer that the following purchase order be approved:

<b>Purchase Order</b>	<b>Amount</b>	<b>Description</b>
280976- SERS	326,803.33	Foundation Deduction Payment

\*G. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$156,500.00 to the following fund(s) to avoid negative balance at month end.

<b><u>Fund/SCC</u></b>	<b><u>Advance</u></b>
413-9018	\$36,500.00
006-0000	\$80,000.00
572-9018	\$40,000.00

\*H. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$19,000.00 be returned to the General Fund:

<b><u>Fund/SCC</u></b>	<b><u>Amount of Return</u></b>
516-9017	\$3,000.00
590-9017	\$16,000.00

\*I. Transfer of Funds (to new FY)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following amounts be transferred:

<b>FROM Fund/SCC</b>	<b>TO Fund/SCC</b>	<b>Amount</b>
413-9017	413-9018	\$203,239.64
502-9017	502-9018	\$689,578.46

**\*J. 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	\$115,000.00
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**\*K. Grant Application Acceptance**

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

<b>Institution Awarding the Grant</b>	<b>Fund/SCC</b>	<b>Amount</b>
PPG Industries, Inc.- to Jefferson Elementary	019-9432	\$1,000.00

**\*L. Gifts and Donations**

1. Willoughby Middle PTO donated \$1,300.00 to WMS for 2016-17 8th grade day transportation, 018-9320.
2. North High Athletic Boosters donated \$450.00 to Longfellow Elementary Music, 018-9440.
3. Downtown Willoughby Cruise In donated \$500.00 to Eastlake Middle Autism, 018-9311.

**\*M. 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 3M**

<b>Fund/SCC</b>	<b>School</b>	<b>Account Description</b>	<b>Amount</b>	
007-9060	North High School	North Jennings	3,000.00	New FY18 Budget Only
019-9432	Jefferson Elementary School	PPG Innovative Classroom Grant	1,000.00	New FY18 Budget Only
200-9410	South High School	South High Foreign Language	3,900.00	New FY18 Budget; New FY18 P&G

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200-9502	NCIW	Auto Services	2,000.00	New FY18 Budget; New FY18 P&G
200-9504	NCIW	Hospitality	3,150.00	New FY18 Budget; New FY18 P&G
200-9507	NCIW	Production Welding	1,500.00	New FY18 Budget; New FY18 P&G
200-9508	NCIW	Cosmetology	4,500.00	New FY18 Budget; New FY18 P&G

\*N. Professional Development Stipends

Resolution to approve the distribution of professional development stipends and benefit costs from Title II-A. **Exhibit 3N**

\*O. Sale of the Surplus Equipment by Public Auction or Scrap

A resolution declaring the surplus equipment of the Board of Education listed is no longer needed for any school purpose and authorizing the sale of the surplus equipment by public auction or scrap.

Equipment	
Air Technical Industries Boom Crane	Model #: JC21612 Serial #: 66945

**SUPERINTENDENT'S REPORT- Information**

A. Strategic Plan Update

**SUPERINTENDENT'S REPORT- Resolutions**

A. Resolution of Intent to Participate as a Purple Star Award District

Be it resolved upon the recommendation of the Superintendent that the district institutes the Purple Star Award program which will identify students of military families and provide assistance and support as needed. **Exhibit 5A**

**R-17-55**

It was moved by Mrs. Perchinske and seconded by Mrs. Scott to Approve the Resolution of Intent to Participate as a Purple Star Award District.

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

B. Release and Waiver Agreements

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Be it resolved upon the recommendation of the Superintendent and Treasurer that the Release and Waiver Agreements for the 2017-2018 school year be approved.

**R-17-56**

It was moved by Mrs. Warner and seconded by Mrs. Scott to Approve the Release and Waiver Agreements.

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

\*C. Special Services Agreements

Be it resolved upon the recommendation of the Superintendent that agreements be entered into with the following institutions for providing special services to students with disabilities for the 2017-2018 school year: ABA Outreach Services, Crossroads, LCACS, Inc., Educational Service Center of Cuyahoga County, and PSI Affiliates, Inc./PSI Associates, Inc. (revised). **Exhibit 5C**

\*D. Transportation Bus Stops

Be it resolved upon the recommendation of the Superintendent that the following list of transportation bus stops for the 2017-2018 school year be approved. **Exhibit 5D**

\*E. Overnight and/or Out of State Field Trip Request (North High)

Be it resolved upon the recommendation of the Superintendent that an educational trip for the North High School Senior Class to visit Washington D.C. on Thursday, November 2, 2017 through Sunday, November 5, 2017 be approved and a waiver granted for the two days of missed school.

\*F. 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

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 5F**

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**\*MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, October 9, 2017, 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-17-57**

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

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

**ADJOURNMENT**

At 8:27 p.m., there being no further business, it was moved by Mrs. Scott and seconded by Mrs. Zuren 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.

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President

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Treasurer