

## 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, **October 10, 2016** at 7:00 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.

Lisa George, Principal of Jefferson Elementary School, was present for a brief slide show highlighting the Grand Opening of TJ MakerSpace area.

Fourth grade students from Ms. Mihalek's class presented on design challenges, which are engaged in every Friday. The students discussed the process they take to reach an end goal, along with the benefits of using hand design challenges in the classroom.

First grade students from Mrs. Rosin's class participated in a musical illustration of the story, "The Three Little Pigs." Mr. Tyrrell and Ms. Baker led the class in acting out the story and moving to the music, using given musical cues.

*Topics/Concepts:* Hands on Learning, Differentiation, Steady Beat, Listening Skills, Imagination, Kinesthetic Learning.

Lori Klonowski, Director of Adult Programming, Northern Career Institute, was present with Northern Career Institute - Eastlake Campus graduates along with community partners to share their success stories in hopes that it will inspire you as much as it inspires them to continue to offer students at NCI the best career and technical opportunities that will lead our students to a fulfilling job.

Approval Of Minutes Of September 12, 2016.

#### **R-16-67**

It was moved by Mrs. Warner and seconded by Mrs. Zuren to Approve the Minutes Of September 12, 2016.

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 September 30, 2016

**Exhibit 3A**

\*B. Amended Appropriations for FY17

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY17 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

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 September 1 and October 31;

NOW, THEREFORE, BE IT RESOLVED that the attached forecast be accepted and submitted to the Ohio Department of Education. **Exhibit 3D**

**R-16-68**

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

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 \$25,000 or more;

NOW, THEREFORE BE IT RESOLVED BY THE WILLOUGHBY-EASTLAKE BOARD OF EDUCATION:

October 10, 2016

To approve the following invoices that exceed the respective p.o. by \$3,000 or more

<b>Purchase Order</b>	<b>P.O. Amount</b>	<b>Invoice Amount</b>	<b>Increase</b>
270036- Medical Mutual	2,000,000.00	2,103,200.63	103,200.63
270873- South Shore Electric	16,110.00	19,508.22	3,398.22

To approve the following Then and Now Certificates

<b>PO Number</b>	<b>Vendor</b>	<b>Description</b>
270970	The Gallagher Co.	Extra work performed at Jefferson for new heating lines
170337	Final Forms	Fees: FY17 Online Student Athletic Registration Services South
170338	Final Forms	Fees: FY17 Online Student Athletic Registration Services North
170402	Final Forms	Fees: FY17 Online Student Athletic Registration Services WWMS
170403	Final Forms	Fees: FY17 Online Student Athletic Registration Services WMS

To approve the following Blanket Certificates of \$25,000 or more

<b>Requisition</b>	<b>Vendor</b>	<b>Amount</b>	<b>Description</b>
PUPSMO69	Willo Transportation	500,000.00	Transportation for special ed. students 2016-17 school yr.
PUPSMP75	Re-Education Services, Inc.	69,000.00	Tuition for students attending Re-Ed 2016-17 blanket
FIN652	Medical Mutual of Ohio	2,235,000.00	10/01/16-12/31/16 Blanket for employee medical, dental, vision, and prescription ins.
FIN653	NEO	90,000.00	10/01/16-12/31/16 Blanket for Health Care Reimbursement
FIN654	STRS	156,600.00	10/01/16-12/31/16 Blanket for Board paid STRS
NCIE052	Tarka, Lawrence E.	42,000.00	Consulting services for NCI, Eastlake 10/1/16-6/30/17

\*F. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$21,000.00 to the following fund(s) to avoid negative balance at month end.

<u>Fund/SCC</u>	<u>Advance</u>
006-0000	\$1,000.00
021-9001	\$20,000.00

\*G. 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 \$75,000.00

**\*H. Gifts and Donations**

1. Mr. Keith Stimcic donated a wrench set to NCI- Willoughby for use by the Automotive Technologies Program.
2. Merhar Nationwide Agency donated \$500.00 to NCI Welding for the Willowick Bus Wrap, 200-9506.
3. Edison PTO donated \$6,000.00 to Edison Elementary for transportation, 018-9410.
4. Urbania Insurance Agency donated \$500 to South High School Athletics, 300-9401.
5. Zachary J. Shukis donated \$500.00 to NCI Welding, 200-9506.
6. Willoughby Middle PTO donated \$1,000.00 to WMS National Junior Honor Society, 200-9106.
7. WE Academic Boosters donated \$400.00 to Willoughby Power of the Pen, 018-9325.
8. Jeffrey L. Lyons donated \$250.00 to Success Academy, 018-9134.

**\*I. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY17**

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 FY17 be approved: **Exhibit 3I**

<b>Fund/SCC</b>	<b>School</b>	<b>Account Description</b>	<b>Amount</b>	
018-9110	BOE	Superintendent	27,700.00	Revised FY17 Budget Only
018-9448	Royalview	Royalview Mayor's Challenge	600.00	New Acct; New FY17 Budget; New FY17 P/G
018-9449	Royalview	Royal Council	1,060.00	Revised FY17 Budget Only
200-9206	Willowick Middle School	Willowick National Junior Honor Society	510.00	Revised FY17 Budget Only
200-9309	North High School	North High Drama Club	9,600.00	Revised FY17 Budget Only

**\*J. 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. **Exhibit 3J**

	<b>Make</b>	<b>VIN</b>
Trailer, yellow- 1987 (#810)	International	1ZFCE182XHB000037
Trailer, yellow- 1995 (#814)	"Homemade"	Homemade

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<b>Equipment</b>	<b>Asset #</b>
Sears Craftsman Commercial table Saw	#03252
Metal bender	#03251
ServiceMaster floor scrubber, Model: KA 328B	#03332

## **SUPERINTENDENT'S REPORT**

### A. Strategic Plan Update

## **SUPERINTENDENT'S REPORT- Resolutions**

### A. 2016-2017 School of Practical Nursing Fees (revised)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following revised 2016-2017 fee schedule for the School of Practical Nursing be approved  
**Exhibit 5A**

### **R-16-69**

It was moved by Mrs. Warner and seconded by Mrs. Scott to Approve the 2016-2017 School of Practical Nursing Fees (revised).

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

### B. Illuminate Software Services Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the agreement with Illuminate, to provide a software platform for student data warehousing and analytics and delivery of online, technology-enhanced assessments that mirror the Ohio State Tests for an estimated cost, based on enrollment, of \$48,522.00 per year for three years be approved.  
**Exhibit 5B**

### **R-16-70**

It was moved by Mrs. Zuren and seconded by Mrs. Perchinske to Approve the Illuminate Software Services Agreement.

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

### C. Release and Waiver Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Release and Waiver Agreement for the 2016-2017 school year be approved.

### **R-16-71**

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

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

D. Approval of Agreement

Be it resolved that the Superintendent and Treasurer are authorized to take all action necessary to implement the terms of the agreement.

**R-16-72**

It was moved by Mrs. Warner and seconded by Mrs. Perchinske to Approve the Agreement.

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

\*E. Special Services Agreements

Be it resolved upon the recommendation of the Superintendent that an agreement be entered into with ABA Outreach Services and Crossroads, for the purpose of providing special services to students with disabilities for the 2016-2017 school year. **Exhibit 5E**

\*F. Policy 5460.01 - Diploma Deferral (adoption)

Be it resolved upon the recommendation of the Superintendent that Policy 5460.01 - Diploma Deferral be adopted. **Exhibit 5F**

\*G. Overnight and/or Out of State Field Trip Request

Be it resolved upon the recommendation of the Superintendent that an educational trip for North High school seniors to visit Washington DC on Thursday, November 3, 2016 through Saturday, November 5, 2016 be approved and a waiver be granted for the 2 days of missed school.

\*H. 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 5H**

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**\*MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, November 7, 2016, 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-16-73**

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.

**ADJOURNMENT**

At 8:18 p.m., there being no further business, it was moved by Mrs. Warner 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