

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 12, 2015** at 7:02 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.

Sue Roseum, the director of the Willoughby-Eastlake Career Academy, was with us this evening to highlight programs at the Career Academy and programs in the future.

Deanna Elsing, the director of the Success Academy, was also with us this evening and spoke about the Success Academy and its goals. Following is a brief description of the program:

The Success Academy is an educational environment modeled to inspire learning in students who are not typically motivated in a traditional classroom setting. The program will eventually educate students grades seven through ten starting with seventh graders in 2015-2016. As seventh graders, students will have opportunities to investigate career preparatory fields available to them during high school. Students will participate in a blended learning model integrating classroom instruction and online learning. By the end of their sophomore year, students will have completed introductory phases of career exploration. During their junior and senior years, Success Academy students will be prepared to participate in college-preparatory courses, enroll in general high school courses or complete a career technical program of their choosing. Success Academy opened in August of 2015 and is housed at the Willoughby Career Academy, located in downtown Willoughby. The goal of this program is to ensure that all students, upon graduation, are ready for college and career success with the skills necessary to grow the local economy.

Approval Of Minutes Of September 14, 2015 (regular and work session)

R-15-83

It was moved by Mrs. Scott and seconded by Mrs. Newyear to Approve the Minutes Of September 14, 2015 (regular and work session).

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, 2015 **Exhibit 3A**

*B. Amended Appropriations for FY16

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY16 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-15-84

It was moved by Mrs. Newyear and seconded by Mrs. Zuren 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 \$15,000 or more;

October 12, 2015

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

Exhibit 3E

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

Purchase Order	P.O. Amount	Invoice Amount	Increase
260049- Lake Truck	1,291.32	8,380.61	7,089.29
260819- Office Depot	4,573.37	7,932.06	3,358.69
260875- Santee Security	1,000.00	5,961.20	4,961.20

To approve the following Then and Now Certificates

PO Number	Vendor	Description	Amount
261221	The Rotary Club of Willoughby	Willoughby Rotary Foundation 2014 Charity Ball	225.00
160335	Miscellaneous Vendors	Traffic Control- four officers 8/19-8/21	420.00
160312	Scholastic Book Fairs	Book Fair 9/14-9/15	1,827.04
160362	Hardman, Ryan J.	Instructor, Marching Band camp and Preseason	500.00
160372	Zavoda, Ryan Scott	Instructor, Marching Band camp	300.00
261285	Roderick Linton Belfance, LLP	Professional services from 4/16/15-6/1/15	329.88
261287	STRS	STRS shortage for Aug./Sept. 2015	14,639.95
261286	Mayfield City Schools	MCHI Pre-School pmt. for 2011-12, 2012-13, and 2013-14	29,087.29

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

Requisition	Vendor	Amount	Description
FIN490	Presence of IT Workforce	16,665.00	Estimate of billings toward additional quote
FIN497	Medical Mutual of Ohio	2,000,000.00	10/01/15-12/31/15- Blanket for employee medical, dental, vision, and prescription insurance coverage
FIN503	STRS	250,000.00	Blanket for STRS shortage for Oct. 2015-June 2016

*F. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$20,100.00 to the following fund(s) to avoid negative balance at month end.

<u>Fund/SCC</u>	<u>Advance</u>
021-9001	\$1,300.00
516-9016	\$18,800.00

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$500.00 to the following fund(s) to allow for purchase before proceeds from fundraising are received.

<u>Fund/SCC</u>	<u>Advance</u>
200-9505	\$500.00

*G. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$395,890.00 be returned to the General Fund:

<u>Fund/SCC</u>	<u>Amount of Return</u>
003-0000	\$395,000.00
018-9701	\$250.00
439-9015	\$40.00
590-9016	\$600.00

*H. Gifts and Donations

1. Notre Dame College donated \$3,250.00 to Spirit Media 018-9003.
2. W-E Academic Boosters donated \$400.00 to Willoughby Power of the Pen 018-9325.
3. Edison Elementary PTO donated \$10,000.00 to Edison 018-9410.
4. Jefferson Elementary PTO donated \$5,000.00 to Jefferson 018-9430 for technology purchases.
5. Longfellow Elementary PTA donated \$6,500.00 to Longfellow 018-9440 for 2015-16 school yr. needs.
6. Longfellow Elementary PTA Make a Difference Event donated \$575.00 to Longfellow 018-9440.
7. Mrs. Constance Newyear donated \$445.00 to North High Music Dept. activity fees 200-9304 to assist students in financial need.
8. Northeast District Athletic Board donated \$1,000.00 to South High Athletics 300-9401.
9. Lake County YMCA donated \$6,750.00 to Willoughby-Eastlake Schools 018-9003.

*I. 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 3I

Fund/SCC	School	Account Description	Amount	
018-9003	BOE	Spirit Media	10,000.00	New FY16 Budget & P/G
018-9110	BOE	Superintendent	21,980.00	Revised FY16 Budget only
018-9310	EMS	Eastlake (Main)	16,400.00	Revised FY16 Budget only
018-9323	WMS	Willoughby Technology	2,400.00	New FY16 Budget & P/G

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018-9420	Grant	Grant (Main)	-	New FY16 P/G only
200-9007	EMS	Eastlake National Jr. Honor Society	700.00	New FY16 & P/G
200-9106	WMS	Willoughby National Jr. Honor Society	5,650.00	Revised FY16 Budget only
200-9304	North	North High Music Programs	-	New FY16 P/G only
200-9308	North	North Class of 2017	-	Revised FY16 P/G only
200-9309	North	North High Drama	3,670.00	New FY16 Budget & P/G
200-9426	South	South High Modern Dance Club	5,000.00	New ac; New FY16 Budget & P/G

SUPERINTENDENT'S REPORT- Resolutions

A. The State of Ohio Senatorial Citation

Superintendent Steve Thompson read the Senatorial Citation from the State of Ohio recognizing the School of Innovation. **Exhibit 4A**

B. Resolution authorizing a Purchase Agreement for the sale of a portion of Grant Elementary School Property

Be it resolved upon the recommendation of the Superintendent and Treasurer that the resolution authorizing a purchase agreement for the sale of a portion of Grant Elementary School property be approved. **Exhibit 4B**

R-15-85

It was moved by Mrs. Scott and seconded by Mr. Brickner to Approve the Resolution authorizing a Purchase Agreement for the sale of a portion of Grant Elementary School Property.

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

C. Battelle for Kids Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Services Agreement for Battelle for Kids in the amount of \$37,632.00 be approved. **Exhibit 4C**

R-15-86

It was moved by Mrs. Zuren and seconded by Mrs. Newyear to Approve the Battelle for Kids Agreement.

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

*D. Special Services Agreements

Be it resolved upon the recommendation of the Superintendent that agreements be entered into for the purpose of providing special services to students with disabilities with the following institutions: ABA Outreach Services, Beech Brook, the Educational Service Center of Cuyahoga County, PSI Affiliates and Safely Home School.

Exhibit 4D

*E. LPDC Handbook Changes

Be it resolved upon the recommendation of the Superintendent that the changes to the LPDC (Local Professional Development Committee) Handbook be approved.

Exhibit 4E

*F. Overnight/Out of District 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 5, 2015 through Saturday, November 7, 2015 be approved and a waiver be granted for the two days of missed school.

*G. Overnight/Out of District Field Trip Request

Be it resolved upon the recommendation of the Superintendent that an educational trip for eighth grade students from Willoughby Middle School to visit the Challenger Learning Center, in Wheeling, West Virginia and the Carnegie Science in Pittsburg, Pennsylvania on Friday, February 19, 2016 be approved and a waiver granted for the one day 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 4H

SUPERINTENDENT'S REPORT- Policies

A. Review of Policies - First reading for the following:

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1. Conflict of Interest (Administration) (1130)
2. FMLA Leave (Administration) (1630.01)
3. Single Gender Classes and Activities (2260.02)
4. Recording of District Meetings Involving Students and/or Parents (2461)
5. Conflict of Interest (Professional Staff) (3113)
6. FMLA Leave (Professional Staff) (3430.01)
7. Conflict of Interest (Classified Staff) (4113)
8. FMLA Leave (Classified Staff) (4430.01)
9. Sexual Violence (5517.02)
10. Use of District Facilities (7510)
11. Emergency Situations at Schools (8420)
12. Automatic External Defibrillators (AED) (8452)
13. Food Service (8500)
14. District Support Organizations (9211)

***MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled to be held Monday, November 16, 2015, 7:00 p.m., in the Kennedy Community School 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-15-87

It was moved by Mrs. Zuren and seconded by Mrs. Scott 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 8:29 p.m., there being no further business, it was moved by Mrs. Newyear 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.

October 12, 2015

President

Treasurer