

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, **November 7, 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 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.

Students were recognized for their achievement on the Northwestern University's Midwest Academic Talent Search (NUMATS). The NUMATS program allows middle school students to take above level tests (ACT, SAT). Congratulations to the following students who took the ACT as 8th grade students: Michael Marino from Willoughby Middle School, Hannah Humphrey from Willowick Middle School and Renee Jones from Eastlake Middle School.

All fifth grade students participated in a PBL to design the outdoor space for the Longfellow Elementary School building. The top three teams presented their designs to a panel of administrators and architects. The top team presented their design this evening. Longfellow will also share their work with Academic Parent Teacher Teams, a new and different approach to parent-teacher conferences.

Teachers and students from the Auto Services, Cosmetology, Travel & Tourism and Welding Programs presented their programs and talked about the impact of their Career/Tech education.

Approval Of Minutes Of October 10, 2016.

R-16-74

It was moved by Mrs. Zuren and seconded by Mrs. Scott to Approve the Minutes Of October 10, 2016.

On a call of the roll, the following vote was cast: 4 Yes Votes. Motion carried.

TREASURER'S REPORT

*A. Financial Report for Month Ending October 31, 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

November 7, 2016

*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. 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:

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

Purchase Order	P.O. Amount	Invoice Amount	Increase
470000- Petermann	20,000.00	35,000.00 (est.)	15,000.00
261283- Misc. Vendors	2,893.00	15,976.50	13,083.50
370142- Cyberbit Solutions	20,000.00	30,000.00 (est.)	10,000.00
270781- Re-Education Services, Inc.	50,000.00	55,462.00	5,462.00

To approve the following Then and Now Certificates

PO Number	Vendor	Description
271127	Quill Corporation	Texas Instrument calculators for District
270888	Maxim Healthcare Services, Inc.	Nursing Services
270858	PSI	Nursing Services for 2016-17 school yr.
270961	Willo Transportation	Transportation for special ed. students 2016-17 school yr. blanket
170455	Lost Nation Golf Course	Golf teams course fees- Fall 2016
170440	Scholastic Book Fairs	Fall book fair

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

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Requisition	Vendor	Amount	Description
FIN657	Nursing Reimbursements from Loans	250,000.00	Blanket for LPN refunds from Direct Loans Oct.-Dec. 2016
NHS0464	Petermann	40,000.00	Bus transportation for winter sports 11/1/16-3/19/17
SATH1670	Petermann	40,000.00	Blanket for winter transportation 2016-17

*E. Advance of General Funds

Be it resolved upon the recommendation of the Superintendent and Treasurer the General Fund advance \$52,850.00 to the following fund(s) to avoid negative balance at month end.

<u>Fund/SCC</u>	<u>Advance</u>
006-0000	\$52,000.00
439-9017	\$850.00

*F. Return of Advances

Be it resolved upon the recommendation of the Treasurer that advances totaling \$12,010.00 be returned to the General Fund:

<u>Fund/SCC</u>	<u>Amount of Return</u>
021-9001	\$12,010.00

*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
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*H. Gifts and Donations

1. Mr. Nagel donated a 2007 Toyota Camry to the Automotive Technologies Program at NCI, Willoughby.
2. School of Innovation PTO donated \$1,216.10 to SOI, 018-9250.
3. Pulp Juice & Smoothie donated \$250.00 to South High Student Council, 200-9418.
4. Longfellow PTA donated \$410.00 to Longfellow Elementary Student Council, 018-9440.
5. Willowick PTSO donated \$3,480.00 to Willowick Middle, 018-9330.

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

November 7, 2016

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**

Fund/SCC	School	Account Description	Amount	
007-9050	Longfellow Elementary School	Jennings-Fully Implementing Orff-Schulwerk	1,830.00	New FY17 Budget; New FY17 P/G
018-9213	North High School	North High School Foreign Language	1,840.00	Revised FY17 Budget; Revised FY17 P/G
018-9230	Northern Career Institute-Willoughby	NCI (Main)	60,700.00	Revised FY17 Budget Only
018-9311	Eastlake Middle School	Eastlake Autism	5,300.00	Revised FY17 Budget Only
200-9005	Eastlake Middle School	Eastlake Student Council	17,700.00	Revised FY17 Budget Only
200-9313	North High School	North High National Honor Society	350.00	Revised FY17 Budget; Revised FY17 P/G
200-9320	North High School	North High Class of 2018	5,700.00	Revised FY17 Budget; Revised FY17 P/G
200-9322	North High School	North High Class of 2019	3,200.00	New FY17 Budget; New FY17 P/G
200-9402	South High School	South High School Store	16,000.00	Revised FY17 Budget
200-9503	Northern Career Institute-Willoughby	Business Technology	6,700.00	Revised FY17 Budget Only

*J. Establishment of Change Fund

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Change Fund be established in the amount of \$50.00. These funds are used to establish start-up funds for the school cafeterias, athletic departments and school fund accounts. All funds are returned at the end of each school year.

<u>Change Fund</u>	<u>Amount</u>	<u>Designated School Official</u>
Career Explorations 200-9166	\$50.00	Heather Dodd, Special Education Supervisor

SUPERINTENDENT’S REPORT- Resolutions

A. Agreement with PowerSchool for Online Registration

Be it resolved upon the recommendation of the Superintendent and Treasurer a one year agreement with PowerSchool for online registration in the amount of \$28,374.60 for this school year be approved. This agreement may be renewed in each of the next two fiscal years at \$22,223.16 per year, subject to that fiscal year's appropriations.

Exhibit 4A

R-16-75

It was moved by Mrs. Perchinske and seconded by Mrs. Scott to Approve the Agreement with PowerSchool for Online Registration.

On a call of the roll, the following vote was cast: 4 Yes Votes. Motion carried.

*B. 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.

*C. 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 for the 2016-2017 school year: Educational Service Center of Cuyahoga County and PSI Affiliates, Inc.

Exhibit 4C

*D. 2017-2018 District Calendar

Be it resolved upon the recommendation of the Superintendent that the District Calendar for the 2017-2018 school year be approved.

Exhibit 4D

*E. Parent/Guardian Transportation Agreement

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

Exhibit 4E

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.

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

Be it resolved upon the recommendation of the Superintendent that an educational trip for South High School Spanish students to visit Chicago, Illinois, from Saturday, October 7, 2017 through Monday, October 9, 2017, be approved and a waiver be granted for the one day of missed school.

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

Be it resolved upon the recommendation of the Superintendent that an educational trip for South High Varsity Swim and Diving Team to participate in a swim meet in Columbus, Ohio, from Friday, December 16, 2016 through Saturday, December 17, 2016 be approved.

*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. First Reading for the following policies:

1. 0100 - Definitions (By-Laws)

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2. 0160 - Meetings (By-Laws)
3. 1530 - Evaluation of Principals and Other Administrators (Administration)
4. 1619 - Group Health Plans (Administration)
5. 1619.01 - Privacy Protections of Self-Funded Group Health Plans (Administration)
6. 1619.03 - Patient Protection and Affordable Care Act (Administration)
7. 2460 - Special Education (Program)
8. 3419 - Group Health Plans (Professional Staff)
9. 3419.01 - Privacy Protections of Self-Funded Group Health Plans (Professional Staff)
10. 3419.03 - Patient Protection and Affordable Care Act (Professional Staff)
11. 4419 - Group Health Plans (Classified Staff)
12. 4419.01 - Privacy Protections of Self-Funded Group Health Plans (Classified Staff)
13. 4419.03 - Patient Protection and Affordable Care Act (Classified Staff)
14. 5112 - Entrance Requirements
15. 5330.02 - Procurement and Use of Epinephrine Auto Injectors in Emergency Situations (Students)
16. 5830 - Student Fund Raising (Students)
17. 8330 - Student Records (Operations)
18. 8451 - Pediculosis (Head Lice) or Other Unwanted Infestations
19. 9700 - Relations with Special Interest Groups (Relations)

***MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for Monday, December 12, 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-16-76

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: 4 Yes Votes. Motion carried.

ADJOURNMENT

At 8:22 p.m., there being no further business, it was moved by Mrs. Zuren and seconded by Mrs. Perchinske to adjourn.

On a call of the roll, the following vote was cast: 4 Yes Votes. Motion carried.

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

President

Treasurer