

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 14, 2020** at 7:00 p.m. at the Administration Building located at 35353 Curtis Blvd., Eastlake, Ohio with the following members present: Thomas Beal, Brian Jones, Mike Merhar, John Roskos 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.

Approval of Minutes of August 10, 2020

R-20-87

It was moved by Mrs. Zuren and seconded by Mr. Merhar to Approve the Minutes of August 10, 2020.

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

Approval of Minutes of August 31, 2020

R-20-88

It was moved by Mr. Roskos and seconded by Mr. Jones to Approve the Minutes of August 31, 2020.

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, 2020 **Exhibit 3A**

*B. Amended Appropriations for FY21

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Amended Appropriations for FY21 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**

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D. Agreement with Western Reserve Area Agency on Aging (RSVP)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Agreement with Western Reserve Area Agency on Aging (RSVP) be approved:

Exhibit 3D

R-20-89

It was moved by Mr. Merhar and seconded by Mr. Jones to Approve the Agreement with Western Reserve Area Agency on Aging (RSVP).

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

*E. Service Agreement with Cintas (Cornerstone Christian Academy)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Service Agreement with Cintas be approved.

Exhibit 3E

F. Bank Account with Farmers National Bank

Be it resolved upon the recommendation of the Superintendent and Treasurer that the opening of a new bank account with Farmers National Bank be approved.

Exhibit 3F

R-20-90

It was moved by Mr. Roskos and seconded by Mr. Merhar to Approve the Resolution Bank Account with Farmers National Bank.

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

*G. 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;

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

To approve the following Then and Now Certificates

PO Number	Vendor	Description
310056	Nichols Paper and Supply	Hand sanitizer stands and refills
310056	Active Plumbing Supply	Various plumbing supplies

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

Requisition	Vendor	Amount	Description
NCIE686	Nursing Reimb. for loans	\$115,000	Direct Loan refunds for Adult Programs (Fall 2020)
NCIE685	Nursing Reimb. for loans	\$10,000	Direct Loan refunds for Adult Programs (Fall 2020)

*H. 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	Amount
Broadband Ohio Connectivity Grant	510-9121	\$26,173.35
The Veale Foundation - to NCI-W	019-9273	\$10,000.00
Expanding Opportunities for Each Child	572-9121	\$22,040.10

*I. 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 \$65,000.00

*J. 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).

020-9010 Field House and Pool Fund \$20,000.00 (FY20 and FY21)

***K. Transfer of Funds (to make debt service payments)**

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

003-0000 Perm Improvement Fund \$793,028.49

***L. Student Activity Program Purpose, Goals and Proposed Budgets and Revisions for FY21**

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 FY21 be approved: **Exhibit 3L**

Fund/SCC	School	Account Description	Amount	Comments
007-9002	BOE	Autism Community	\$ 4,500.00	New FY21 Budget Only
007-9018	NCIE	Career Explorations Berlin	\$ 700.00	New FY21 Budget Only
018-9133	NCIW	Bridge to Success	\$ 3,550.00	Revised FY21 Budget Only
018-9168	NCIE	Pre-School	\$ 15,200.00	New FY21 Budget;New FY21 Purpose & Goals
018-9170	BOE	Life Skills	\$ 650.00	New FY21 Budget;New FY21 Purpose & Goals
018-9235	NCIE	NCI Career Explorations	\$ 900.00	New FY21 Budget;New FY21 Purpose & Goals
018-9320	Willoughby Middle School	Willoughby (Main)	\$ 56,700.00	New FY21 Budget;New FY21 Purpose & Goals
018-9322	Willoughby Middle School	Willoughby Physical Ed.	\$ 1,000.00	New FY21 Budget;New FY21 Purpose & Goals
018-9448	Royalview Elementary School	Royalview Mayor's Challenge	\$ -	New FY21 Budget;New FY21 Purpose & Goals
018-9449	Royalview Elementary School	Royal Council	\$ 200.00	New FY21 Budget;New FY21 Purpose & Goals
018-9459	Royalview Elementary School	Royalview Courtyard	\$ 600.00	New FY21 Budget;New FY21 Purpose & Goals
022-9302	North High School	North OHSAA Tournaments	\$ 10,000.00	New FY21 Budget;New FY21 Purpose & Goals
200-9101	Willoughby Middle School	Willoughby Art Club	\$ 1,100.00	New FY21 Budget;New FY21 Purpose & Goals
200-9108	Willoughby Middle School	Willoughby Yearbook	\$ 3,200.00	New FY21 Budget;New FY21 Purpose & Goals
200-9166	NCIE	Career Explorations	\$ 5,500.00	New FY21 Budget;New FY21 Purpose & Goals
200-9203	Willowick Middle School	Willowick Lance Newspaper	\$ 1,500.00	New FY21 Budget;New FY21 Purpose & Goals
200-9301	North High School	North High Academic Decathlon	\$ 7,500.00	New FY21 Budget;New FY21 Purpose & Goals
200-9305	North High School	North High Quizbowl	\$ 1,400.00	New FY21 Budget;New FY21 Purpose & Goals
200-9309	North High School	North High Drama Club	\$ 12,900.00	New FY21 Budget; New FY21 Purpose & Goals
200-9314	North High School	North High Nature Club	\$ 1,200.00	New FY21 Budget; New FY21 Purpose & Goals
200-9316	North High School	North High Student Council	\$ -	New FY21 Budget;New FY21 Purpose & Goals
200-9319	North High School	North High Art Club	\$ 1,100.00	New FY21 Budget;New FY21 Purpose & Goals
200-9419	South High School	South High Yearbook	\$ 1,000.00	New FY21 Budget;New FY21 Purpose & Goals
300-9101	Willoughby Middle School	Willoughby Athletics	\$ 42,000.00	New FY21 Budget;New FY21 Purpose & Goals
300-9201	Willowick Middle School	Willowick Athletics	\$ 4,600.00	New FY21 Budget;New FY21 Purpose & Goals

***M. Gifts and Donations**

1. Sandee Orlando donated various hand and electric tools to the Success Academy program at NCI-W.
2. Lubrizol donated ten \$50 Walmart gift cards for Dress for Success, which is part of the Bridge to Success program at NCI-W.

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3. SOI PTO donated \$3,000 for the Reflex Program at SOI.
4. Laura Frycklund donated a 2001 Chevy Malibu to the Auto Collision Program at NCI-W.

SUPERINTENDENT'S REPORT

- A. Superintendent Q & A
- B. Public Recognition

Thank you to: Dr. Zuren for book bags and supplies
Willoughby Eastlake Public Library for book bags and supplies
Educational Service Center of NE Ohio for PPE

SUPERINTENDENT'S REPORT- Resolutions

- A. Resolution to Initiate the Sale of School Property Associated with Permanent Parcel number 271-015-0-00-003-0

Be it resolved upon the recommendation of the Superintendent and Treasurer that the resolution to initiate the sale of school property associated with permanent parcel number 271-015-0-00-003-0 be approved. **Exhibit 5A**

R-20-91

It was moved by Mrs. Zuren and seconded by Mr. Merhar to Approve the Resolution to Initiate the Sale of School Property Associated with Permanent Parcel number 271-015-0-00-003-0.

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

- B. Lot Split, 30841 Euclid Avenue, Willoughby and Termination and Release of Restrictive Covenants

Be it resolved upon the recommendation of the Superintendent and Treasurer that Lot split of 1.5 acres of district property at 30841 Euclid Avenue in Willoughby and the Termination and Release of Restrictive Covenants to release restrictions from the district's deed on Parcel No. 27-A-015-0-00-005-0 be approved. **Exhibit 5B**

R-20-92

It was moved by Mr. Roskos and seconded by Mr. Jones to Approve the Resolution Lot Split, 30841 Euclid Avenue, Willoughby and Termination and Release of Restrictive Covenants.

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

- C. Student Resource Officers Hourly Rate

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Student Resource Officers hourly rate for the 2020-2021 school year be increased by \$1.00 from \$36.00/per hour to \$37.00/per hour, increasing each year by \$1.00 per hour for the

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following 3 school years.

R-20-93

It was moved by Mr. Merhar and seconded by Mrs. Zuren to Approve the Resolution Student Resource Officers Hourly Rate.

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

D. WETA Memorandum of Agreement (COVID-19)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the following Memorandum of Agreement with WETA concerning COVID-19 pandemic be approved. **Exhibit 5D**

R-20-94

It was moved by Mrs. Zuren and seconded by Mr. Roskos to Approve the Resolution WETA Memorandum of Agreement (COVID-19).

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

E. WETA Memorandum of Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the attached Memorandum of Agreement with WETA be approved. **Exhibit 5E**

R-20-95

It was moved by Mr. Merhar and seconded by Mr. Jones to Approve the Resolution WETA Memorandum of Agreement.

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

F. Treasurer Contract - Amended

Be it resolved upon the recommendation of the Board that the amended contract for the Treasurer be approved. **Exhibit 5F**

R-20-96

It was moved by Mrs. Zuren and seconded by Mr. Merhar to Approve the Resolution Treasurer Contract - Amended.

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

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G. Resolution Terminating the Employment of Samantha Perry for Misconduct and Neglect of Duty

Be it resolved upon the recommendation of the Superintendent and Treasurer that the resolution terminating the employment of Samantha Perry for misconduct and neglect of duty be approved. **Exhibit 5G**

R-20-97

It was moved by Mr. Merhar and seconded by Mr. Roskos to Approve the Resolution Terminating the Employment of Samantha Perry for Misconduct and Neglect of Duty.

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

H. Certified Substitute Pay Schedule (updated)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the updated Certified Substitute Pay schedule be approved. **Exhibit 5H**

R-20-98

It was moved by Mr. Jones and seconded by Mrs. Zuren to Approve the Certified Substitute Pay Schedule (updated).

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

I. Classified Substitute Pay Schedule (updated)

Be it resolved upon the recommendation of the Superintendent and Treasurer that the updated Classified Substitute Pay Schedule be approved. **Exhibit 5I**

R-20-99

It was moved by Mr. Roskos and seconded by Mr. Jones to Approve the Classified Substitute Pay Schedule (updated).

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

*J. Job Description - Secretary to the Treasurer/Purchasing Department

Be it resolved upon the recommendation of the Superintendent and Treasurer that the job description for the Secretary to the Treasurer/Purchasing Department be approved. **Exhibit 5J**

- *K. Affiliation Agreement with the Department of Education and School Psychology at John Carroll University

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Affiliation Agreement with the Department of Education and School Psychology at John Carroll University be approved. **Exhibit 5K**

- *L. Special Service Agreements

Be it resolved upon the recommendation of the Superintendent and Treasurer that agreements be entered into with the following institutions for providing special services to students for the 2020-2021 school year: Monarch and PSI Affiliates, Inc. **Exhibit 5L**

- *M. Mediation Agreement

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Mediation Agreement for the 2020-2021 for a student within our district be approved. **Exhibit 5M**

- *N. Transportation Bus Stops

Be it resolved upon the recommendation of the Superintendent that the following list of transportation bus stops for the 2020-2021 school year be approved. **Exhibit 5N**

- *O. Adoption of the following policies:

Be it resolved upon the recommendation of the Superintendent that the following policies be adopted.

1. Policy 2266 - Nondiscrimination on the Basis of Sex in District Programs or Activities (Title IX Regulations)
2. Policy 1520 - Employment of Administrators
3. Policy 1530 - Evaluation of Principals and other Administrators
4. Policy 2270 - Religion in the Curriculum
5. Policy 2431 - Interscholastic Athletics
6. Policy 3124 - Employment Contract
7. Policy 3220 - Standards-Based Teacher Evaluation
8. Policy 5200 - Attendance
9. Policy 5310.01 - COVID-19 Screenings
10. Policy 5517.02 - DELETE Sexual Violence
11. Policy 5610 - Removal, Suspension, Expulsion, and Permanent Exclusion of Students
12. Policy 5611 - Due Process Rights
13. Policy 6144 - Investments
14. Policy 6152 - Student Fees, Fines, and Charges
15. Policy 6152.01 - Waiver of School Fees for Instructional Materials
16. Policy 6325 - Procurement - Federal Grants/Funds
17. Policy 6424 - Procurement Cards
18. Policy 8450.01 - Protective Facial Coverings during Pandemic/Epidemic Events

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19. Policy 8800 - Religious/Patriotic Ceremonies and Observances

Exhibit 5O

P. Personnel - Supplementals for Brass Advisor

Be it resolved upon the recommendation of the Superintendent and Treasurer that the Supplementals for the 2020-2021 school year for the Brass Advisor be approved.

Exhibit 5P

R-20-100

It was moved by Mrs. Zuren and seconded by Mr. Merhar to Approve Personnel - Supplementals for Brass Advisor.

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

Q. 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 5Q

R-20-101

It was moved by Mr. Roskos and seconded by Mr. Jones to Approve Personnel Agenda.

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

Public Comment: Jacob Dougher was present to discuss how shortened school sessions on Wednesday's are a problem for Excel Tecc students in regards to lunch.

***MEETING NOTIFICATION**

The next Regular Board of Education Meeting is scheduled for October 12, 2020, 7:00 p.m., on the first floor of the W-E Board of Education, located at 35353 Curtis Blvd., Eastlake, OH.

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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-20-102

It was moved by Mrs. Zuren and seconded by Mr. Jones 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 7:45 p.m., there being no further business, it was moved by Mr. Merhar and seconded by Mr. Roskos 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.

President

Treasurer