

WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION AGENDA

Regular Meeting – September 18, 2003 – 7:00 p.m.
Administration Building - 27200 Hilliard Blvd.

Tentative Agenda – Items may be added or deleted prior to meeting.

Call to Order

Roll Call:

Mr. LeChaix	_____
Mrs. D'Ettorre Wargo	_____
Mr. Beal	_____
Ms. Rocco	_____
Mr. Swanson	_____

Pledge of Allegiance

Acknowledgment of Visitors

Approval of Agenda

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Mrs. D'Ettorre Wargo	_____
Mr. Beal	_____
Ms. Rocco	_____
Mr. Swanson	_____

*Hearing of Public (15 minutes) Agenda Items

A. Approval of Minutes

1. Work Session Meeting – August 7, 2003

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Mrs. D'Ettorre Wargo	_____
Mr. Beal	_____
Ms. Rocco	_____
Mr. Swanson	_____

2. Regular Meeting – August 21, 2003

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Mrs. D'Ettorre Wargo	_____
Mr. Beal	_____
Ms. Rocco	_____
Mr. Swanson	_____

B. Superintendent's Report – State Improvement Grant Update (Jim Lloyd)

C. Special Reports and Recognitions

1. Resolution to Recognize Outgoing Citizens Advisory Committee Members Exhibit C-1
2. Recognition of New Citizens Advisory Committee Members

D. Treasurer's Report/Recommendations

1. Action Items
 - a. Resolution to Adjust FY04 Temporary Appropriations Exhibit D-1-a
 - b. Resolution to Adopt the FY04 Permanent Appropriations Exhibit D-1-b
 - c. Resolution to Accept Funds Exhibit D-1-c
 - d. Resolution to Advance Funds Exhibit D-1-d
 - e. Resolution to Approve Student Activity Policy and Purpose Statements Exhibit D-1-e
 - f. Resolution to Approve the Following Insurance Rates Effective October 1, 2003 through September 30, 2004 Exhibit D-1-f

E. CAC Report

F. New Business

1. Action Items:
 - a. Resolution to Accept Gifts and Contributions Exhibit F-1-a
 - b. Resolution to Approve Staff Recommendations
 1. Resolution to Approve Reclassification of Certificated Staff Members Exhibit F-1-b-1
 2. Resolution to Approve Resignation from Supplemental Contract and Approve Supplemental Contracts (In-District and Out-of-District) Exhibit F-1-b-2
 3. Resolution to Approve Employment of Substitute Teachers Exhibit F-1-b-3
 4. Resolution to Approve Stipends for Certificated Staff Members for Mentor Program Exhibit F-1-b-4

(Revised)

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|----|---|-----------------|
| 5. | Resolution to Approve FMLA Leave for Administrative and Classified Staff Members | Exhibit F-1-b-5 |
| 6. | Resolution to Approve Resignation, Retirement and Employment of Classified Staff Members and Classified Substitutes | Exhibit F-1-b-6 |
| 7. | Resolution to Approve Project Link Employment | Exhibit F-1-b-7 |
| 8. | Resolution to Approve Employment of Adult Basic Literacy Education Personnel | Exhibit F-1-b-8 |
| c. | Resolution to Approve Educational Service Center of Cuyahoga County Interdistrict Service Area Contract | Exhibit F-1-c |
| d. | Resolution to Approve Sunday Building Use | Exhibit F-1-d |
| e. | Resolution to Approve School Attorney | Exhibit F-1-e |
| f. | Resolution Authorizing to Solicit for Bids for Performing Arts Center | Exhibit F-1-f |
| g. | Resolution to Approve Agreement for Physical Therapy Services | Exhibit F-1-g |

2. Discussion Items

3. Information Items

G. Director of Business Affairs Report

H. Director of Curriculum & Instruction Report

I. Board Items

J. Executive Session – Property & Negotiations

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Mrs. D'Ettorre Wargo	_____
Mr. Beal	_____
Ms. Rocco	_____
Mr. Swanson	_____

J. *Meeting Open to Public (15 Minutes)

Adjournment _____
State Time

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Mrs. D'Ettorre Wargo	_____
Mr. Beal	_____
Ms. Rocco	_____
Mr. Swanson	_____

*The public may address the Board during the periods of the meeting designation for public participation. Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time allotted is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. The period of public participation may be extended by a vote of the majority of the Board present and voting.

RESOLUTION TO RECOGNIZE OUTGOING CITIZENS
ADVISORY COMMITTEE MEMBERS

RESOLVED THAT

the Westlake Board of Education recognize and thank the following outgoing Citizens Advisory Committee Members for their distinguished services to the Citizens Advisory Committee.

Jean Gianfagna
Nancy Puccini
Ram Ravichandran
Therese Verhoff Squeri
Abbe Craven, Student
Emily Baunach, Student

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Mrs. D'Ettorre Wargo	_____
Mr. Beal	_____
Ms. Rocco	_____
Mr. Swanson	_____

RESOLUTION TO APPROVE RECLASSIFICATION
OF CERTIFICATED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approve the reclassification of certificated staff members as follows effective 09-01-03.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Years Experience</u>
Tammie Mihet	BA+20	BA+30	4
Matthew Bourn	BA+10	MA	5
Tracie Sidloski	BA+30	MA	10
Shannon Basile	MA	MA+10	3
Judy Rumsey	MA+10	MA+20	9
Cindy Keefe	MA+10	MA+20	15
Kelly Shimko	BA+30	MA	5
Todd Milkie	BA+30	MA	12
Stacey Abfall	MA	MA+10	6

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Mrs. D'Ettorre Wargo	_____
Mr. Beal	_____
Ms. Rocco	_____
Mr. Swanson	_____

EXHIBIT F-1-b-2

RESOLUTION TO APPROVE RESIGNATION FROM SUPPLEMENTAL
CONTRACT AND APPROVE SUPPLEMENTAL CONTRACTS
(IN-DISTRICT & OUT-OF-DISTRICT)

RESOLVED THAT

the Westlake Board of Education approve the following resignation from supplemental contract and approve supplemental contracts (in-district and out-of-district) for the 2003-2004 school year.

Resignation

Nicholas Hillman

WHS Grade 9 Boys Basketball Coach

(In-District)

<u>Name</u>	<u>Position</u>	<u>Years Experience</u>
Michael Allan	Burneson Strings Advisor	0
Michael Allan	Burneson Encore Advisor	0
Michael Allan	Burneson Honors Orchestra Advisor	0
Michael Allan	Parkside Greensleeves Advisor	0
Michael Allan	Parkside Strings Advisor	0
Carrie Beatty	Parkside Drama Club Advisor	2
Hillery Lenz	Parkside Chorus Director	0 (25% Contract)
Dan Barringer	Burneson Faculty Manager	4
Sandy Vontroba	Burneson Olympics Advisor	5

(Out-of-District)

Ljubinko (Louie) Vulovic	WHS Asst. Boys Soccer Coach	1
Nicholas Hillman	WHS Asst. Boys Basketball Coach	2
Laura Wolverton	WHS Majorette Advisor	10
Jennifer Connolly	Burneson Cheerleader Advisor	2

NOTE: Supplemental contract positions are advertised as required by State Standard OAC-3301-27-01 et seq. The individuals recommended above were determined to be the most qualified applicants.

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Mrs. D'Ettorre Wargo	_____
Mr. Beal	_____
Ms. Rocco	_____
Mr. Swanson	_____

RESOLUTION TO APPROVE EMPLOYMENT OF SUBSTITUTE TEACHERS

RESOLVED THAT

the Westlake Board of Education approve the employment of substitute teachers for the 2003-2004 school year as follows, contingent upon full and complete compliance with all State of Ohio and Westlake Board of Education employment eligibility criteria and paid from General Fund unless otherwise noted.

Caroline McFarland
Kimberly Ressel
Tricia Anezinis
Julie Antolik
Steve Bondor
Katherine Catts
Amy Chillemi
Gail Frederick

Lisa Gettling
Theresa May
Elizabeth Moore
Laura Paradis
James Savage, Jr.
Stacey Schultz
Daniel Skrovan
John Ramos

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Mrs. D'Ettorre Wargo	_____
Mr. Beal	_____
Ms. Rocco	_____
Mr. Swanson	_____

RESOLUTION TO APPROVE STIPENDS FOR CERTIFICATED
STAFF MEMBERS FOR MENTOR PROGRAM

RESOLVED THAT

the Westlake Board of Education approve stipends in the amount of \$1,000 each for certificated staff members for the mentor program for the 2003-2004 school year as follows.

<u>Mentor</u>	<u>School</u>	<u>Grade/Subject</u>	<u>Mentee</u>
Mike Wooley	Burneson	7 th Math	Susan Weitzel
Madeline DuBois	Burneson	Foreign Language	Anne-Frances Zaborniak
Dawn Neff	Bassett	Art	Hillery Lenz (Music)

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Ms. Rocco	_____
Mr. Beal	_____
Mrs. D'Ettorre Wargo	_____
Mr. Swanson	_____

EXHIBIT F-1-b-5

RESOLUTION TO APPROVE FMLA LEAVE FOR ADMINISTRATIVE
AND CLASSIFIED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approve FMLA Leave for administrative and classified staff members as follows.

Ray Conti
Director of Curriculum and Instruction

Effective: 09-29-03 through 12-19-03

Sandra Colombo
Holly Lane – Asst. Head Custodian

Effective: 09-08-03 (4 weeks)

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Ms. Rocco	_____
Mr. Beal	_____
Mrs. D'Ettorre Wargo	_____
Mr. Swanson	_____

EXHIBIT F-1-b-6
(Revised)

RESOLUTION TO APPROVE RESIGNATION, RETIREMENT AND EMPLOYMENT
OF CLASSIFIED STAFF MEMBERS AND CLASSIFIED SUBSTITUTES

RESOLVED THAT

the Westlake Board of Education approve the resignation, retirement and employment of classified staff members and classified substitutes for the 2003-2004 school year as follows, contingent upon full and complete compliance with all State of Ohio and Westlake Board of Education employment eligibility criteria and paid from General Fund unless otherwise noted.

Resignations

Jim Egan Holly Lane – Special Ed. Asst.	Effective:	09-18-03
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Sandra Colombo Holly Lane – Asst. Head Custodian	Effective:	09-30-03
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Retirement

Richard Conant Transportation – Bus Driver	Effective:	09-16-03
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Employment

Donna Stephenson Hilliard – Preschool Attendant	Rate: Effective:	3.5 hours/day, Step 2 09-02-03
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Debra Rooney Burneson – Kitchen Helper	Rate: Effective:	3.5 hours/day, Step 0 08-25-03
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Amanda Caja Hilliard – Cashier	Rate: Effective:	3 hours/day, Step 0 08-25-03
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Mark Truchon WHS – Cleaner	Rate: Effective:	8 hours/day, Step 8 08-18-03
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Brenda Wirth Holly Lane – Special Ed. Asst.	Rate: Effective:	6-1/4 hours day, Step 3 (+\$.30/hour) 09-18-03
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Jim Egan WHS – Teacher Asst. Special Needs	Rate: Effective:	6-1/2 hours/day, Step 1 09-18-03
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EXHIBIT F-1-b-6
(Contd)

Substitutes

Robyn Nock	Teacher Asst., Receptionist, Kitchen Helper
Ronald Mitterholzer	Supervision Asst., Playground Asst., Handicap Supervision Asst. – Transportation
Bhanumati Maheshwer	Clerk/Typist, Secretary, Receptionist
Callie Smith	Preschool Attendant

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Ms. Rocco	_____
Mr. Beal	_____
Mrs. D'Ettorre Wargo	_____
Mr. Swanson	_____

EXHIBIT F-1-b-7

RESOLUTION TO APPROVE PROJECT LINK EMPLOYMENT

RESOLVED THAT

the Westlake Board of Education approve the employment of the following Project Link personnel.

Ryan Sgro
Project Link Leader

Rate: Step 0
Effective: 09-18-03

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Ms. Rocco	_____
Mr. Beal	_____
Mrs. D'Ettorre Wargo	_____
Mr. Swanson	_____

EXHIBIT F-1-b-8

RESOLUTION TO APPROVE EMPLOYMENT OF ADULT

BASIC LITERACY EDUCATION PERSONNEL

RESOLVED THAT

the Westlake Board of Education approve the employment of the Adult Basic Literacy Education Personnel (A.B.L.E. Program). Contracts to be paid out of A.B.L.E. Project Number 045062-AB-S1-2003C, A.B.L.E. Project Number 045062-AB-S1-2004 and A.B.L.E. English Literacy and Civics Education Project Number 045062-AB-S2-2004.

<u>Name</u>	<u>Position</u>	<u>Hours</u>	<u>Hourly Rate</u>	<u>Not To Exceed</u>
Susan Bonnell	A.B.L.E. Teacher	475	\$23.00	\$10,925.00
James Bingham	A.B.L.E. Teacher	60	\$22.00	\$ 1,320.00
Susan Pocos	A.B.L.E. Teacher	150	\$20.00	\$ 3,000.00
Francine Elleman	A.B.L.E. Teacher	150	\$18.00	\$ 2,700.00
Lucille Faup	A.B.L.E. Teacher	60	\$22.00	\$ 1,320.00
Anne Jennings	A.B.L.E. Assistant	250	\$22.00	\$ 5,500.00
Vera Gillis	A.B.L.E. Assistant	250	\$23.00	\$ 5,750.00
Joanne Pecuch	A.B.L.E. Teacher	160	\$18.00	\$ 2,880.00
Ruth Barendt	A.B.L.E. Assistant	60	\$22.00	\$ 1,320.00
Frederick Jennings	A.B.L. E. Assistant	400	\$32.00	\$12,800.00
Frederick Jennings	A.B.L.E. Coordinator	300	\$32.00	\$ 9,600.00

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Ms. Rocco	_____
Mr. Beal	_____
Mrs. D'Ettorre Wargo	_____
Mr. Swanson	_____

EXHIBIT F-1-c

RESOLUTION TO APPROVE EDUCATIONAL SERVICE CENTER
OF CUYAHOGA COUNTY INTERDISTRICT SERVICE AREA CONTRACT

RESOLVED THAT

the Westlake Board of Education approve the Educational Service Center of Cuyahoga County Interdistrict Service Area Contract for the 2003-2004 school year.

Intervention Specialist	203 Days (1/2 days)
Psychologist	195 Days
Intern School Psychologist	185 Days
Special Education Supervisor	120 Days
Gifted/Talented Supervisor	120 Days

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Ms. Rocco	_____
Mr. Beal	_____
Mrs. D'Ettorre Wargo	_____
Mr. Swanson	_____

EXHIBIT F-1-d

RESOLUTION TO APPROVE SUNDAY BUILDING USE

RESOLVED THAT

the Westlake Board of Education approve Sunday building use as follows.

Westlake High School Baseball Team

Fall Baseball – Baseball Fields
September 7, 14, 21 and 28, 2003
10:00 a.m. to 5:00 p.m.

WHS Drama Club

Rehearsals/Performances – Fall Play
Parkside Auditorium & Music Room
Sunday, November 9, 2003
12:30 to 7:00 p.m.

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Ms. Rocco	_____
Mr. Beal	_____
Mrs. D'Ettorre Wargo	_____
Mr. Swanson	_____

EXHIBIT F-1-e
(Revised)

RESOLUTION TO APPROVE SCHOOL ATTORNEY

WHEREAS, specialized legal services are necessary from time to time for the management, control, defense, or other purposes of the school district's schools, employees, and assets; and

WHEREAS, statutes and the board's discretionary powers permit employment or retention of temporary, as needed, on-call, on-demand legal counsel in addition to the counsel appointed by statute,

NOW, THEREFORE, BE IT RESOLVED under the provisions of ORC 3313.203, ORC 3317.171, and ORC 3313.47, the legal services herein are retained on an as-needed, on-demand, on-call basis to assist with the management, control, and defense of this school district and its employees and board members;

BE IT FURTHER RESOLVED that the fees and costs for such services shall be at the usual and customary rates for the professional services rendered upon receipt of an itemized statement by the school district treasurer; and

BE IT FINALLY RESOLVED such legal services shall be available, on-demand, and at the request of the board president (or other members of the board upon verbal approval by the president) and the superintendent (or other district administrators upon verbal approval by the superintendent).

Legal Firm/Attorney:

Riley Law Firm
29932 Sycamore Oval
Westlake, OH 44145

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Ms. Rocco	_____
Mr. Beal	_____
Mrs. D'Ettorre Wargo	_____
Mr. Swanson	_____

EXHIBIT F-1-f

RESOLUTION AUTHORIZING THE SUPERINTENDENT OF SCHOOLS,
BUSINESS MANAGER AND TREASURER TO SOLICIT BIDS IN CONNECTION
WITH THE DISTRICT'S NEW PERFORMING ARTS CENTER.

WHEREAS, the Architect and Owner's Representative have compiled the Construction Documents in anticipation of bidding the new Performing Arts Center; and

NOW, THEREFORE BE IT RESOLVED, by the Board of Education that after careful consideration and evaluation of the information before it:

- Section 1. The Board approves the plans and authorizes the Superintendent of Schools, Business Manager and the Treasurer of this Board to solicit bids and conduct the bidding in connection with the District's new Performing Arts Center.
- Section 2. The Board authorizes the Treasurer and Business Manager to procure quotes for a Builder's Risk insurance policy covering the work during the course of construction.
- Section 3. The Board hereby finds and determines that all formal actions related to the adoption of this resolution were taken in open meetings of this Board; and that all deliberations of this Board and of its committees, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable law.
- Section 4. This resolution shall be in full force and effect from and immediately after its adoption.

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix	_____
Ms. Rocco	_____
Mr. Beal	_____
Mrs. D'Ettorre Wargo	_____
Mr. Swanson	_____

EXHIBIT F-1-g
(Addition)

RESOLUTION TO APPROVE AGREEMENT
FOR PHYSICAL THERAPY SERVICES

RESOLVED THAT

the Westlake Board of Education approve the Agreement with Mary O'Doherty to provide Physical Therapy Services for special needs students in the Westlake City Schools at \$50.00/hour for 19-24 hours/week for the 39 week period between the first day of school for the 2003-2004 school year.

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. LeChaix _____

Ms. Rocco _____

Mr. Beal _____

Mrs. D'Ettorre Wargo _____

Mr. Swanson _____