

**WESTLAKE CITY SCHOOLS**  
**BOARD OF EDUCATION AGENDA**  
**Monday, September 24, 2012 – 5:30 p.m. – Regular Meeting**  
**Holly Lane Elementary School - 3057 Holly Lane**

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

Call to Order Time: \_\_\_\_\_

Roll Call:

Mr. Mays	_____
Ms. Winter	_____
Mr. Cross	_____
Mr. Falcone	_____
Mrs. Leszynski	_____

Pledge of Allegiance

District Vision & Mission

**VISION STATEMENT**

The Westlake City School District will provide a dynamic, student centered, 21<sup>st</sup> Century learning environment. Our district will be characterized by high achievement, actively engaged learners, mutual respect, shared knowledge, pursuit of new skills and capabilities, collaborative learning, willingness to take action, a team commitment to data-driven continuous improvement, and tangible results.

**MISSION STATEMENT**

WE EDUCATE FOR EXCELLENCE...Empowering all students to achieve their educational goals, to direct their lives, and to contribute to society.

Acknowledgment of Visitors

Approval of Agenda

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Roll Call Vote: \_\_\_\_\_

Mr. Mays	_____
Ms. Winter	_____
Mr. Cross	_____
Mr. Falcone	_____
Mrs. Leszynski	_____

\*Hearing of Public (15 Minutes) Agenda Items

A. Approval of Minutes

1. Work Session of August 13, 2012

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Roll Call Vote: \_\_\_\_\_

Mr. Mays	_____
Ms. Winter	_____
Mr. Cross	_____
Mr. Falcone	_____
Mrs. Leszynski	_____

2. Regular Meeting of August 27, 2012

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Roll Call Vote: \_\_\_\_\_

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

B. Special Reports & Recognitions - Second Language Learners

C. Superintendent's Report & Master Facility Plan Phase I Report

D. Treasurer's Report/Recommendations

1. Action Items

- |   |               |
|---|---------------|
| a. Resolution to Approve Student Activity Purpose Statements and Budgets          | Exhibit D-1-a |
| b. Resolution to Issue Then and Now Certificate                                   | Exhibit D-1-b |
| c. Resolution to Resolution to Accept Funds                                       | Exhibit D-1-c |
| d. Resolution to Authorize Treasurer to Return Advance                            | Exhibit D-1-d |
| e. Resolution to Adjust the FY13 Temporary Appropriations                         | Exhibit D-1-e |
| f. Resolution to Approve FY13 Additional Temporary Appropriations<br>-Other Funds | Exhibit D-1-f |
| g. Resolution to Adopt the FY13 Permanent Appropriations                          | Exhibit D-1-g |

E. CAC Report - Presentation of Research Topics

F. New Business

1. Action Items

- |  |                  |
|--|------------------|
| a. Resolution to Accept Gifts and Contributions  | Exhibit F-1-a    |
| b. Resolutions to Approve Staff Recommendations  |                  |
| 1. Resolution to Approve Resignations, Parental Leave, FMLA, Unpaid<br>Leave of Absence and Employment For Staff Members | Exhibit F-1-b-1  |
| 2. Resolution to Approve Certified Reclassification  | Exhibit F-1-b-2  |
| 3. Resolution to Approve Supplemental Contract Resignations and<br>Employment  | Exhibit F-1-b-3  |
| 4. Resolution to Approve Drivers and Transportation Department<br>Employee Hours   | Exhibit F-1-b-4  |
| 5. Resolution to Approve the Employment of Project Link Personnel  | Exhibit F-1-b-5  |
| 6. Resolution to Approve WHS Traffic Control Personnel   | Exhibit F-1-b-6  |
| 7. Resolution to Approve Employment of Substitutes for Staff Members   | Exhibit F-1-b-7  |
| 8. Resolution to Approve Extended Time for Staff Member  | Exhibit F-1-b-8  |
| 9. Resolution to Approve Stipend for AIMS Web Manager  | Exhibit F-1-b-9  |
| 10. Resolution to Approve Summer 2012 Athletic Camp Stipends   | Exhibit F-1-b-10 |
| 11. Resolution to Approve Certified Home Instruction   | Exhibit F-1-b-11 |
| 12. Resolution to Approve LPDC Members   | Exhibit F-1-b-12 |
| c. Resolution to Approve Agreements for Admission of Tuition Pupils and<br>Purchased Services                            | Exhibit F-1-c    |
| d. Resolution to Approve Agreement for Student Placement   | Exhibit F-1-d    |
| e. Resolution to Approve Agreement for Student Placement   | Exhibit F-1-e    |

- |  |               |
|--|---------------|
| f. Resolution to Approve Sunday Facility Use   | Exhibit F-1-f |
| g. Resolution to Publicly Post Previously Approved Construction Change Orders            | Exhibit F-1-g |
| h. Resolution to Award the Bassett Elementary School HVAC Equipment Replacement Contract | Exhibit F-1-h |

G. Board Items

1. Westlake Council of PTAs
2. Resolution to Solicit Proposals for Third-Party Vendors to Record, Prepare, and Disseminate all Written Meeting Minutes for all Board of Education Meeting

\*Hearing of Public (15 Minutes)

H. Executive Session

1. Adjourn to Executive Session to Discuss Negotiations

Time \_\_\_\_\_  
Motion by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Roll Call Vote:  
Mr. Mays \_\_\_\_\_  
Ms. Winter \_\_\_\_\_  
Mr. Cross \_\_\_\_\_  
Mr. Falcone \_\_\_\_\_  
Mrs. Leszynski \_\_\_\_\_

Adjourn Executive Session and Return to Regular Session

Time \_\_\_\_\_

I. Adjournment

Time: \_\_\_\_\_  
Motion by \_\_\_\_\_  
Seconded by \_\_\_\_\_  
Roll Call Vote:  
Mr. Mays \_\_\_\_\_  
Ms. Winter \_\_\_\_\_  
Mr. Cross \_\_\_\_\_  
Mr. Falcone \_\_\_\_\_  
Mrs. Leszynski \_\_\_\_\_

The public may address the Board during the periods of the meeting designated 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 APPROVE STUDENT ACTIVITY  
PURPOSE STATEMENTS AND BUDGETS**

RESOLVED that the Westlake Board of Education approves the following Student Activity Purpose Statements and Budgets:

<b>2012-13 Policy and Purpose Statements*</b>				
<b>Fund</b>	<b>SCC</b>	<b>Description</b>	<b>Estimated Revenue</b>	<b>Estimated Expenses</b>
018	9710	All Class Reunion (Revised)	<u>\$27,000.00</u>	<u>\$24,650.00</u>
		<b>Total 018 Fund</b>	<b>\$27,000.00</b>	<b>\$24,650.00</b>
200	9170	Science Club – LBMS	\$800.00	\$800.00
200	9614	Academic Challenge – WHS (Revised)	<u>\$2,200.00</u>	<u>\$1,750.00</u>
		<b>Total 200 Fund</b>	<b>\$3,000.00</b>	<b>\$1,750.00</b>

\*Original copies of Purpose Statements and Budgets are on file in the CFO/Treasurer's Office.

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

## RESOLUTION TO ISSUE THEN AND NOW CERTIFICATE

RESOLVED that the Westlake Board of Education authorizes a Then and Now Certificate for the following purchase order:

<b>PO No.</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
89793	Educational Service Center of Cuyahoga County	Purchased Services - Balance Due for Interim Director of Pupil Personnel	\$8,253.54

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

## RESOLUTION TO ACCEPT FUNDS

RESOLVED that the Westlake Board of Education accepts the following funds:

<b>State Funds</b>	<b>Amount</b>	<b>Fund</b>	<b>Special Cost Center</b>
Montessori Children's School FY13	\$36,198.76	401	9513
Westlake Montessori School FY13	\$11,834.21	401	9613
St. Paul Lutheran School FY13	\$192,131.88	401	9713
St. Bernadette Catholic School FY13	\$194,916.40	401	9813
Le Chaperon Rouge Elementary FY13	\$20,883.90	401	9913

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

## RESOLUTION TO AUTHORIZE TREASURER TO RETURN ADVANCE

RESOLVED that the Westlake Board of Education authorizes the Treasurer to return the following advances:

<b>From</b>	<b>To</b>	<b>Amount</b>
Project Link (011-9111)	General Fund (001)	\$2,000.00
Uniform Services (009-9009)	General Fund (001)	\$15,364.56

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

## RESOLUTION TO ADJUST FY13 TEMPORARY APPROPRIATIONS

RESOLVED that the Westlake Board of Education adjust the following FY13 temporary appropriations:

<b>GENERAL FUND</b>			
<b>Account</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
001-1200-500			
Special Education-Supplies	\$10,877.71	\$12,770.09	\$1,892.38
001-1300-500			
General Vocational-Supplies	\$2,050.00	\$2,160.00	\$110.00
001-1900-400			
Other Instruction-Purchased Services	\$990,479.56	\$1,148,776.08	\$158,296.52
001-2100-400			
General Support-Purchased Services	\$462,948.01	\$621,159.00	\$158,210.99
001-2200-500			
General Support Services-Purchased Services	\$38,854.33	\$43,937.72	\$5,083.39
001-2300-400			
Board of Education-Supplies	\$759.70	\$3,030.33	\$2,270.63
001-2400-400			
Admin-Purchased Services	\$167,306.71	\$172,305.29	\$4,998.58
001-2900-600			
Public Information-Equipment	\$0.00	\$157.68	\$157.68
001-5500-200			
Director of Construction-Benefits	\$3,164.56	\$4,356.30	\$1,191.74
<b>Total</b>	<b>\$1,676,440.58</b>	<b>\$2,008,652.49</b>	<b>\$332,211.91</b>
<b>BUILDING FUND</b>			
<b>Account</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
004-5500-400-9005			
QSCB-Legal Fees	\$60,000.00	\$105,537.17	\$45,537.17



EXHIBIT D-1-e  
(Continued)

004-5500-600-9005			
QSCB-Equipment	\$200,000.00	\$154,462.83	(\$45,537.17)
004-5500-400-9007			
TE Building Construction-Purchased Services	\$97,375.45	\$225,870.32	\$128,494.87
004-5500-600-9007			
TE Building Construction-Miscellaneous	<u>\$10,427,624.55</u>	<u>\$10,299,129.68</u>	<u>(\$128,494.87)</u>
<b>Total</b>	<b>\$10,785,000.00</b>	<b>\$10,785,000.00</b>	<b>(\$0.00)</b>
<b>FOOD SERVICE</b>			
<b>Account</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
006-3100-500-9006			
Food Service-Supplies	\$100,000.00	\$153,932.75	\$53,932.75
<b>Total</b>	<b>\$100,000.00</b>	<b>\$153,932.75</b>	<b>\$53,932.75</b>
<b>UNIFORM SUPPLY</b>			
<b>Account</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
009-1100-500-9009			
Supplies	\$44,253.84	\$44,962.22	\$708.38
009-7400-900-9009			
Return of Advance	<u>\$11,000.00</u>	<u>\$15,364.56</u>	<u>\$4,364.56</u>
<b>Total</b>	<b>\$44,253.84</b>	<b>\$44,962.22</b>	<b>\$5,072.94</b>
<b>PROJECT LINK</b>			
<b>Account</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
011-7400-900-9111			
Project Link-Return of Advance	<u>\$2,000.00</u>	<u>\$4,000.00</u>	<u>\$2,000.00</u>
<b>Total</b>	<b>\$2,000.00</b>	<b>\$4,000.00</b>	<b>\$2,000.00</b>
<b>IN-SERVICE</b>			
<b>Account</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
018-3200-800-9710			
All Class Reunion-Miscellaneous	<u>\$0.00</u>	<u>\$1,114.11</u>	<u>\$1,114.11</u>
<b>Total</b>	<b>\$0.00</b>	<b>\$1,114.11</b>	<b>\$1,114.11</b>
<b>ATHLETICS</b>			
<b>Account</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
300-4500-800-9500			
Athletics-Miscellaneous	<u>\$27,000.00</u>	<u>\$69,006.76</u>	<u>\$42,006.76</u>
<b>Total</b>	<b>\$27,000.00</b>	<b>\$69,006.76</b>	<b>\$42,006.76</b>

EXHIBIT D-1-e  
(Continued)

<b>MONTESSORI CHILDREN'S FY12</b>			
<b>Account</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
401-3200-500-9512			
Supplies & Materials	\$15,553.62	\$16,380.99	\$827.37
401-3200-600-9512			
Equipment	\$827.37	\$0.00	(\$827.37)
<b>Total</b>	<b>\$16,380.99</b>	<b>\$16,380.99</b>	<b>\$0.00</b>
<b>ST. PAUL FY12</b>			
<b>Account</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
401-3200-100-9712			
Salaries & Wages	\$13,507.16	\$12,803.92	(\$703.24)
401-3200-200-9712			
Benefits	\$10,072.11	\$6,024.77	(\$4,047.34)
401-3200-400-9712			
Purchased Services	\$6,053.48	(\$85.20)	(\$6,138.68)
401-3200-500-9712			
Supplies & Materials	\$1,168.06	\$12,057.32	\$10,889.26
<b>Total</b>	<b>\$30,800.81</b>	<b>\$30,800.81</b>	<b>\$0.00</b>
<b>ST. BERNADETTE FY12</b>			
<b>Account</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
401-3200-100-9812			
Salaries & Wages	\$5,742.00	\$1,148.40	(\$4,593.60)
401-3200-200-9812			
Benefits	\$989.28	\$160.78	(\$828.50)
401-3200-400-9812			
Purchased Services	\$1,110.41	\$52,455.08	\$51,344.67
401-3200-500-9812			
Supplies & Materials	\$49,091.45	\$22,019.88	(\$27,071.57)
401-3200-600-9812			
Equipment	\$18,851.00	\$0.00	(\$18,851.00)
<b>Total</b>	<b>\$75,784.14</b>	<b>\$75,784.14</b>	<b>\$0.00</b>

EXHIBIT D-1-e  
(Continued)

<b>LE CHAPERON ROUGE FY12</b>			
<b>Account</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
401-3200-500-9912			
Supplies & Materials	\$194.35	\$1,172.75	\$978.40
401-3200-600-9912			
Equipment	\$978.40	\$0.00	(\$978.40)
<b>Total</b>	<b>\$1,172.75</b>	<b>\$1,172.75</b>	<b>\$0.00</b>

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION TO APPROVE FY13 ADDITIONAL TEMPORARY APPROPRIATIONS  
OTHER FUNDS

RESOLVED that the Westlake Board of Education approves the following FY13 additional temporary appropriations – other funds:

<u>FND</u>	<u>FUNC</u>	<u>OBJ</u>	<u>SCC</u>	<u>DESCRIPTION</u>	<u>TEMP. APPROP.</u>	<u>TOTALS</u>
401	3200	400	9513	MONTESSORI CHILDREN'S SCHOOL FY13 PURCHASED SERVICES	\$ 5,752.95	
401	3200	500	9513	MONTESSORI CHILDREN'S SCHOOL FY13 SUPPLIES & MATERIALS	\$ 20,445.81	
401	3200	600	9513	MONTESSORI CHILDREN'S SCHOOL FY13 EQUIPMENT	\$ 10,000.00	
				<b>TOTAL MONTESSORI CHILDREN'S SCHOOL FY13</b>		<b>\$ 36,198.76</b>
401	3200	400	9613	WESTLAKE MONTESSORI SCHOOL FY13 PURCHASED SERVICES	\$ 473.37	
401	3200	500	9613	WESTLAKE MONTESSORI SCHOOL FY13 SUPPLIES & MATERIALS	\$ 11,360.84	
				<b>TOTAL WESTLAKE MONTESSORI SCHOOL FY13</b>		<b>\$ 11,834.21</b>
401	3200	100	9713	ST. PAUL LUTHERAN SCHOOL FY13	\$ 69,670.00	
401	3200	200	9713	ST. PAUL LUTHERAN SCHOOL FY13	\$ 38,202.75	
401	3200	400	9713	ST. PAUL LUTHERAN SCHOOL FY13	\$ 41,061.28	
401	3200	500	9713	ST. PAUL LUTHERAN SCHOOL FY13	\$ 40,197.85	
401	3200	600	9713	ST. PAUL LUTHERAN SCHOOL FY13	\$ 3,000.00	
				<b>TOTAL ST. PAUL LUTHERAN SCHOOL FY13</b>		<b>\$192,131.88</b>
401	3200	100	9813	ST. BERNADETTE CATHOLIC SCHOOL FY13	\$ 11,700.00	
401	3200	200	9813	ST. BERNADETTE CATHOLIC SCHOOL FY13	\$ 1,922.93	
401	3200	400	9813	ST. BERNADETTE CATHOLIC SCHOOL FY13	\$ 120,006.79	
401	3200	500	9813	ST. BERNADETTE CATHOLIC SCHOOL FY13	\$ 56,286.68	
401	3200	600	9813	ST. BERNADETTE CATHOLIC SCHOOL FY13	\$ 5,000.00	
				<b>TOTAL ST. BERNADETTE CATHOLIC SCHOOL FY13</b>		<b>\$194,916.40</b>
401	3200	400	9913	LE CHAPERON ROUGE ELEMENTARY FY13 PURCHASED SERVICES	\$ 835.36	
401	3200	500	9913	LE CHAPERON ROUGE ELEMENTARY FY13 SUPPLIES & MATERIALS	\$ 17,048.54	
401	3200	600	9913	LE CHAPERON ROUGE ELEMENTARY FY13 EQUIPMENT	\$ 3,000.00	
				<b>TOTAL LE CHAPERON ROUGE ELEMENTARY FY13</b>		<b>\$ 20,883.90</b>

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION TO ADOPT THE FY13 PERMANENT APPROPRIATIONS

RESOLVED that the Westlake Board of Education adopts the following FY13 permanent appropriations (see attached).

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

**RESOLUTION TO ACCEPT GIFTS AND CONTRIBUTIONS  
(ORC 3313.36)**

RESOLVED that the Westlake Board of Education accepts with gratitude the following donations and in so doing hereby acknowledges the positive and supportive activities of those listed:

Pizza by Robert Mr. Robert Kess, Owner 30634 Detroit Road Westlake, OH 44145	Donated \$500.00 to the Westlake/Dover All Class Reunion to promote the events associated with the All Class Reunion scheduled for September 28 and 29, 2012.
Westlake Family Dental Care Dr. Jennifer Psota Dougherty 2255 Columbia Road Westlake, OH 44145	Donated \$500.00 to the Westlake/Dover All Class Reunion to promote the events associated with the All Class Reunion scheduled for September 28 and 29, 2012.
Lee Burneson Middle School PTA Ms. Lori Jolliffe, President 2300 Dover Center Road Westlake, OH 44145	Donated \$100.00 to the Westlake/Dover All Class Reunion to promote the events associated with the All Class Reunion scheduled for September 28 and 29, 2012.
Westlake High School PTSA Ms. Therese Squeri, President 27830 Hilliard Blvd. Westlake, OH 44145	Donated \$100.00 to the Westlake/Dover All Class Reunion to promote the events associated with the All Class Reunion scheduled for September 28 and 29, 2012.
Westlake Music Boosters Ms. Megan Smith, President 27200 Hilliard Blvd. Westlake, OH 44145	Donated \$100.00 to the Westlake/Dover All Class Reunion to promote the events associated with the All Class Reunion scheduled for September 28 and 29, 2012.
Westlake Town Criers Mr. John Sobolewski, President P.O. Box 45224 Westlake, OH 44145	Donated \$200.00 to the Westlake/Dover All Class Reunion to promote the events associated with the All Class Reunion scheduled for September 28 and 29, 2012.
Mr. and Mrs. Bill Boor 2271 Stones Throw Westlake, OH 44145	Donated \$50.00 to the Environmental Club at Lee Burneson Middle School to support the Environmental Club and the Maasai Music Project.
JTC Contracting, Inc. Ms. Kathy Morris, President 1105 Valley Belt Road Brooklyn Hts., OH 44131	Donated two “gently used” metal cabinets with shelves to the Engineering Class at Lee Burneson Middle School.

EXHIBIT F-1-a  
(Continued)

The Kraft Family 3606 Blackberry Lane Westlake, OH 44145	Donated \$500.00 to the Vocal Music Department at Westlake High School to purchase music supplies.
Lee Burneson Middle School PTA Ms. Lori Jolliffe, President 2300 Dover Center Road Westlake, OH 44145	Donated \$250.00 to the Class of 2016 at Westlake High School to facilitate class activities.

Motion by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_  
Roll Call Vote:  
    Mr. Mays \_\_\_\_\_  
    Ms. Winter \_\_\_\_\_  
    Mr. Cross \_\_\_\_\_  
    Mr. Falcone \_\_\_\_\_  
    Mrs. Leszynski \_\_\_\_\_

RESOLUTION TO APPROVE RESIGNATIONS, PARENTAL LEAVE, FMLA  
UNPAID LEAVE OF ABSENCE AND EMPLOYMENT FOR STAFF MEMBERS

RESOLVED that the Westlake Board of Education approves the following resignations, parental leave, FMLA, unpaid leave of absence and employment for staff members:

<u>Resignation</u>		<u>Parental Leave</u>	<u>FMLA</u>		
Joe Gatens	09/14/2012	Julie Davidson	Kathleen Kiczek	08/14/2012	
Robert Baird	09/30/2012		Rosemary Geib	08/14/2012	
			Kelly Hoover	08/14/2012	
			Karen Mitiska	08/23/2012	
			Carol Yehlik	08/29/2012	
			John Horwatt	08/31/2012	
			Ann Manning	09/06/2012	
<u>Unpaid Leave of Absence</u>					
Lorrie Knapp	08/08/12-09/11/12				
<u>Classified Employment</u>					
<u>Name</u>	<u>Building/Position</u>	<u>Hours</u>	<u>Effective</u>		
Susan Ricci	WHS Kitchen Helper	From 3.75 Hrs. to 6.0 Hrs	09/10/2012		
<u>Seasonal Employment</u>					
<u>Name</u>	<u>Building/Position</u>	<u>Effective</u>	<u>Step</u>	<u>Days</u>	<u>Hours</u>
Matthew Mutchler	Seasonal Grounds Worker	09/17/2012-11/30/2012	1	5	8

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_



## RESOLUTION TO APPROVE CERTIFIED RECLASSIFICATION

RESOLVED that the Westlake Board of Education approves the reclassification of certified staff members as follows:

<u>Name</u>	<u>Step</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Kelly Atkinson	7	MA+10	MA+20	09/01/2012
Robert Curtis	19	MA+20	MA+30	09/01/2012
Paul Hammond	19	MA+10	MA+20	09/01/2012
Rachel Meyrose	7	BA+20	BA+30	09/01/2012
Todd Milkie	19	MA+20	MA+30	09/01/2012
Lisa Patton	16	BA+30	MA	09/01/2012
Ann Marie Thomas	11	MA+20	MA+30	09/01/2012

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION TO APPROVE SUPPLEMENTAL CONTRACT  
RESIGNATION & EMPLOYMENT

RESOLVED that the Westlake Board of Education approves the following supplemental contract rescinding and employment for the 2012-2013 school year:

<u>Supplemental Resignations</u>			
<u>Name</u>	<u>Position</u>		
Clinton Holliday	WHS Asst. Girls' Soccer Coach (100%)		
Mike Marcellino	LBMS 7 <sup>th</sup> Grade Asst. Football Coach		
Trisha Simon	WHS Science Olympiad Advisor		
Julie Davidson	WHS Forensics Advisor		

  

<u>Supplemental Employment</u>			
<u>Name</u>	<u>Position</u>	<u>In-District</u>	<u>Step</u>
Adam Purdy	WHS Computer Club Advisor	Y	2
K. Scott Kutz	WHS Tech Mates Advisor	Y	12
Amanda Gordon	WHS JV Volleyball Coach	N	3
Todd Milkie	LBMS Girls' 7 <sup>th</sup> Grade Conf. Basketball Coach	Y	From 0 to 8
Traci Edmunds	WHS Head Girls' Golf Coach	N	From 2 to 3
Clinton Holliday	WHS Asst. Girls' Soccer Coach (50%)	N	11
Ashley Pease	WHS Asst. Girls' Soccer Coach (50%)	Y	0
John Holland	LBMS 7 <sup>th</sup> Grade Asst. Football Coach	N	20
Jennifer Butler	WHS Drama Club Advisor (50%)	Y	6
Jennifer Dietrich	WHS Drama Club Advisor (50%)	Y	8
Evelyn Newman	WHS Math Club Advisor	Y	0
Beth Noren	WHS Forensics Advisor	Y	0
Joni DiRienzo	LBMS Chorus Director	Y	0
Art Daniels	WHS Fall Game Manager	Y	17
Cheryl Tegel	LBMS Builders Club Advisor	Y	4
Melissa Crist	WHS Science Olympiad Advisor	Y	2
John Packis	Academic Challenge Advisor	Y	From 0 to 10
Sandy Packis	Academic Challenge Assistant	Y	From 0 to 5
Mary Mann	LBMS Sky Team Leader	Y	N/A

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

**RESOLUTION TO APPROVE DRIVERS AND  
TRANSPORTATION DEPARTMENT EMPLOYEE HOURS**

RESOLVED that the Westlake Board of Education approves the following Drivers and Transportation Department employee hours for the 2012-2013 school year, effective August 16, 2012:

<u>Name</u>	<u>Step</u>	<u>Hours</u>	<u>Name</u>	<u>Step</u>	<u>Hours</u>	<u>Name</u>	<u>Step</u>	<u>Hours</u>
Bailey, Linda	10	2.00	Kjaer, Randi	7	4.75	Robinson, Angela	15	5.25
Baker, Angela, Relief	3	4.00	Knapp, Lorrie	20	8.00	Rooney, Debra	7	4.50
Biel, Barbara	20	6.75	Kodysh, Sandee	20	7.75	Saari, Kevin	1	4.50
Borecki, Nichole	6	4.75	Kubincanek, Celia	20	6.00	Sanchez, Juan	7	5.00
Carlin, William, Relief	11	4.00	Kubincanek, Sarah	2	4.75	Selvaggio, Joseph	15	5.00
Cavender, Anna	7	4.75	Laskowski, Margaret	5	5.00	Sherwood, Patricia	3	4.50
Chambers, Suzan	4	5.25	Lewis, Jerry	18	7.50	Sliva, Bonnie	4	5.00
Clemons, Linda	20	7.50	Lewis, Sandi	12	5.00	Smith, Margaret	20	8.00
Crawley, Lestina	8	5.00	Loving, Emma	11	5.25	Stemmer, Lora	12	4.00
DiCaprio, Karen	10	2.50	Manning, Ann	3	2.75	Urban, Melodie	18	5.75
Diederich, Laurie	6	4.75	Metzger, Carole	15	4.00	Vandersluis, Leah	2	4.75
Fadenholz, Virginia	6	4.50	Mitterholzer, Ronald	8	2.50	Weaver, Jennifer	13	5.25
Flannick, Carol	20	6.50	Moore, Elaine	0	4.50	Wering, Denise	12	5.25
Fox, Kymberly	2	4.50	Moran, Edward	11	4.50	West, Elizabeth	20	8.00
Gamon, David	1	4.75	Nock, Robyn	8	4.50	West, Sherry, Relief	18	4.00
Gatens, Joseph	8	5.00	O'Boyle, John, Relief	7	4.00	Whiting, Laurie	20	8.00
Geib, Rosemary	20	7.75	Ormsby, Karen	20	7.75	Winter, Eileen	12	5.50
Gingell, Robin	1	4.50	Ovelgonne, Jody	18	5.50	Yehlik, Michele	20	8.00
Heiman, John	3	4.75	Page, Kathleen	5	2.00			
Higgins, Denise	4	5.00	Pelfrey, Crystal	11	4.75			
Hill, Diane	10	4.25	Pelfrey, Gary	9	4.50	Janmey, Terry, Aide	7	4.50
Hollis, Jackie	20	8.00	Perkins, Jonathan	2	4.50	Orszak, Terri, Aide	12	6.75
Houser, Sandra	8	5.00	Perkins, Shelly	3	4.75	Pennington, Leona, Aide	12	5.25
Hurst, Joanne	11	4.75	Phillips, Pam	20	6.75			
James, Tami	9	4.00	Pietrzak, Cynthia	10	5.25			
Joseph, Adria	13	5.25	Rasmussen, Cathy, Relief	12	4.00	Karohl, Edward, Mechanic	20	8.00
Kantner, Susan	18	5.50	Reynolds, Dawn	5	2.75	Klein, Paul, Mechanic	20	8.00
Kelly, Kathleen, Relief	17	4.00	Riegling, Patty	12	4.50	Naymik, David, Mechanic	20	8.00

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Mrs. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

## RESOLUTION TO APPROVE THE EMPLOYMENT OF PROJECT LINK PERSONNEL

RESOLVED that the Westlake Board of Education approves the employment of the following Project Link personnel paid by Project Link Funds:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Effective Date</u>
Monica Arora	Project Link Leader	3	9/10/2012
Rachel Meaney	Project Link Leader	3	9/10/2012

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

## RESOLUTION TO APPROVE TRAFFIC CONTROL PERSONNEL

RESOLVED that the Westlake Board of Education approves after school traffic control personnel at Westlake High School as follows:

<u>WHS After-School Traffic Control</u>		
Jim Bingham	Effective: 08/16/2012	Not to Exceed 45 Hours
Paul Hammond	Effective: 08/16/2012	Not to Exceed 45 Hours
James Patrizi	Effective: 08/16/2012	Not to Exceed 90 Hours
Ann Peebles	Effective: 08/16/2012	Not to Exceed 90 Hours

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION TO APPROVE EMPLOYMENT  
OF SUBSTITUTES FOR STAFF MEMBERS

RESOLVED that the Westlake Board of Education approves the employment of substitutes for staff members as follows:

<u>Classified Substitute Resignations</u>		
Kathleen Roesch		
<u>Certified Substitute Resignations</u>		
Jeffrey Lefevre Kristan Mantenicks		Katherine Snyder Alyssa Zaharewicz
<u>Classified Substitutes</u>		
Kristin Alsaifai Miriam Bilskiy Courtney Cox	Judith Dixon Jacqueline Kretzinger	Matthew Mutchler Carrie Rendziak
<u>Certified Substitutes</u>		
Melissa Baker Miriam Bilskiy Rachel Edwards Kiffany Francis Roberta Gavan Dawn Gear	Brigitte Gerard Chelsea Kuncel Thomas Major Emily Parker Nicole Patterson Lauren Phiel	Roberta Ridenour Emily Stephenson Anna Stewart Shawna Stillman Casey Wharff

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION TO APPROVE EXTENDED TIME FOR STAFF MEMBER

RESOLVED that the Westlake Board of Education approves the following extended time for a staff member as follows for the 2012-2013 school year:

Colleen Mudore - IB Coordinator

Up to Five (5) Extended Day

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION TO APPROVE STIPEND FOR DISTRICT AIMS WEB MANAGER

RESOLVED THAT the Westlake Board of Education approves a \$1000.00 stipend for Westlake City Schools certified staff member for AIMS Web program administration and staff development, paid from the Title II-A Grant Funds:

AIMS Web Manager 2012-2013

Valerie Pace

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote: \_\_\_\_\_

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_



RESOLUTION TO APPROVE SUMMER 2012 ATHLETIC CAMP STIPENDS

RESOLVED that the Westlake Board of Education approves Summer 2012 Athletic Camp stipends as follows, paid by Camp Fees:

Boys Soccer

Mike Besu - Camp Director

Clint Holliday - Adult Coach

Doug Kuns - Adult Coach

Matt Planisek - Adult Coach

Mike Marich-- Adult Coach

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

## RESOLUTION TO APPROVE CERTIFIED HOME INSTRUCTION

RESOLVED that the Westlake Board of Education approves home instruction for identified student(s) as follows:

<u>CERTIFIED HOME INSTRUCTION</u>		
<u>Instructor Name</u>	<u>Effective Date</u>	<u>Not to Exceed</u>
Heather Marinelli	08/30/2012	38 hours at Negotiated Rate
Julie Parobek	09/20/2012	80 hours at Negotiated Rate

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION TO APPROVE STIPENDS FOR  
LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE MEMBERS

RESOLVED that the Westlake Board of Education approves stipends for members of the Local Professional Development Committee for the 2012-2013 school year:

<u>Elementary Level (PK-6)</u>	<u>Secondary Level (7-12)</u>
Sandee Erdman Colleen Mudore Hun Piazza	Geoff Friedrich Paul Roth Jennifer Williams

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION TO APPROVE AGREEMENTS FOR ADMISSION OF TUITION PUPILS  
AND PURCHASED SERVICES

RESOLVED that the Westlake Board of Education approves the following Agreements for Admission  
of Tuition Pupils and Purchased Services:

2012-2013 School Year

ESC Cuyahoga County Interdistrict Service Area Contract

Achievement Centers for Children

Lorene Mihalko, Independent Contractor - Gifted Identification Individual Testing Administration

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION CONCERNING STUDENT EDUCATIONAL PLACEMENT

WHEREAS, there have been discussions between Mr. and Mrs. Kiskorna and the school district regarding the most suitable educational placement for their child; and

WHEREAS, the Board of Education believes it is in the best interest of the school district to enter into a reasonable settlement of these discussions,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Westlake City School District that the Board hereby agrees to the terms of the Settlement Agreement, Release and Waiver with Mr. and Mrs. Kiskorna, a copy of which is on file with the Treasurer.

BE IT FURTHER RESOLVED that the Board of Education authorizes the Superintendent and Treasurer to take any further action necessary to effectuate this Resolution and the terms surrounding the Settlement Agreement, Release and Waiver.

BE IT FURTHER RESOLVED that all formal actions of this Board of Education concerning or relating to the adoption of this Resolution were adopted in an open meeting of this Board of Education in compliance with the law.

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION CONCERNING STUDENT EDUCATIONAL PLACEMENT

WHEREAS, there have been discussions between Mr. and Mrs. Elms and the school district regarding the most suitable educational placement for their child; and

WHEREAS, the Board of Education believes it is in the best interest of the school district to enter into a reasonable settlement of these discussions,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Westlake City School District that the Board hereby agrees to the terms of the Settlement Agreement, Release and Waiver with Mr. and Mrs. Elms, a copy of which is on file with the Treasurer.

BE IT FURTHER RESOLVED that the Board of Education authorizes the Superintendent and Treasurer to take any further action necessary to effectuate this Resolution and the terms surrounding the Settlement Agreement, Release and Waiver.

BE IT FURTHER RESOLVED that all formal actions of this Board of Education concerning or relating to the adoption of this Resolution were adopted in an open meeting of this Board of Education in compliance with the law.

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION TO APPROVE SUNDAY FACILITY USE

RESOLVED that the Westlake Board of Education approves Sunday facility use as follows:

<u>Lake Erie Basketball League</u>						
Westlake High School Main Gym & Auxiliary Gym						
Sundays:	10/07/12	10/14/12	10/21/12	10/28/12		
	8:00 AM – 6:00 PM					
Sundays:	11/25/12	12/02/12	12/09/12	12/16/12	01/06/13	01/13/13
	01/20/13	01/27/13	02/03/13	02/10/13		
	11:30 AM - 6:00 PM					

Motion by: \_\_\_\_\_  
 Seconded by: \_\_\_\_\_  
 Roll Call Vote:  
     Mr. Mays                     \_\_\_\_\_  
     Ms. Winter                 \_\_\_\_\_  
     Mr. Cross                  \_\_\_\_\_  
     Mr. Falcone                \_\_\_\_\_  
     Mrs. Leszynski            \_\_\_\_\_

**RESOLUTION TO PUBLICLY POST PREVIOUSLY APPROVED  
CONSTRUCTION CHANGE ORDERS**

RESOLVED that the Westlake Board of Education approves the following New Lee Burneson Middle School and Westlake High School Construction Change Order contracts:

<u>Change Order #</u>	<u>Site</u>	<u>Contractor</u>	<u>Amount</u>	<u>Description</u>
060	LBMS	Great Lakes Crushing	\$15,595.75	Provide mountable curbs in East parking lot
061	LBMS	Great Lakes Crushing	(\$3,295.65)	Omit sidewalk on East side of Dover Center
067	WHS	Foti Construction	\$8,816.03	Add 2 pairs of doors to Gym-masonry work
068	WHS	Jeffrey Carr Constr.	\$4,623.49	Add 2 pairs of doors to Gym-gen. trades
069	WHS	Cleveland Vicon	\$10,847.00	Add 2 pairs of doors to Gym-furnish doors, frames & hardware
070	WHS	Foti Construction	(\$875.97)	Delete Darkroom-masonry work
071	WHS	Enertech Electrical	(\$776.39)	Delete Darkroom-electrical work
072	WHS	Jeffrey Carr Constr.	(\$4,472.53)	Delete Darkroom-general trades work
073	WHS	Bay Mechanical	\$949.12	Add 4" chilled water bypass, diffuser modifications, omit VAV8-18
074	WHS	Jeffrey Carr Constr.	\$5,008.25	Provide support steel for chillers
075	WHS	Foti Construction	\$3,347.96	Infill existing door and frame in west wall of J111 Rehearsal Room

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_



**RESOLUTION TO AWARD THE BASSETT ELEMENTARY SCHOOL  
HVAC EQUIPMENT REPLACEMENT CONTRACT**

<u>Contractor</u>	<u>Bid Bond</u>	<u>Base Bid HVAC</u>	<u>Alt. #1-Add Expedited Shipping</u>	<u>Alternate Bid</u>
Bay Mechanical & Electrical Corp.	Y	\$48,500.00	\$4,800.00	\$53,300.00
R&D Heating & Sheet Metal	Y	\$51,275.00	\$4,950.00	\$56,225.00
PK Mechanical, Inc.	Y	\$56,600.00	\$3,600.00	\$60,200.00
Brewer-Garrett Company	Y	\$54,806.00	\$8,000.00	\$62,806.00
York Mahoning Mechanical Contractors, Inc.	Y	\$62,700.00	\$3,600.00	\$66,300.00
ABC Piping Co.	Y	\$66,000.00	\$5,000.00	\$71,000.00

WHEREAS, bids were received on September 20, 2012, for the Bassett Elementary School HVAC roof top unit replacement, and the apparent low bid was submitted by Bay Mechanical & Electrical Corp. in the amount of \$53,300.00; and

WHEREAS, the Director of Business Affairs, together with the project Architect and Engineer, reviewed the apparent low bid submitted for the work, met with a representative of the apparent low bidder to determine that the specified work was included in the bid amount, and that the bidder had the experience and qualifications to perform the work, and recommends that the contract for the HVAC roof top unit replacement be awarded to Bay Mechanical & Electrical Corp. in the amount of \$53,300.00;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Westlake City School District as follows:

1. Based upon the recommendation of the Director of Business Affairs, made with the concurrence of the Architect and Engineer, the Board awards the Bassett Elementary School HVAC roof top unit replacement to Bay Mechanical & Electrical Corp. in the amount of \$53,300.00, as the lowest responsible and responsive bidder for the work specified for the contract.
2. The Director of Business Affairs, working with the Superintendent and Treasurer, is authorized to work with the project Architect and Engineer to prepare the contract and to proceed with the signing of the contract for the specified work.

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_

RESOLUTION TO SOLICIT PROPOSALS FOR THIRD-PARTY VENDORS  
TO RECORD, PREPARE, AND DISSEMINATE ALL WRITTEN MEETING MINUTES  
FOR ALL BOARD OF EDUCATION MEETINGS

RESOLVED that the Westlake Board of Education solicit proposals from independent third-party vendors to record, prepare and disseminate all written meeting minutes for all Board of Education Meetings.

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Mays \_\_\_\_\_

Ms. Winter \_\_\_\_\_

Mr. Cross \_\_\_\_\_

Mr. Falcone \_\_\_\_\_

Mrs. Leszynski \_\_\_\_\_