

**WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION AGENDA**

**Monday, December 15, 2008 – 5:30 p.m. – Regular Meeting
Board of Education – 27200 Hilliard Blvd.**

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

Call to Order Time: _____

Roll Call:

Ms. Rocco	_____
Mr. Sullivan	_____
Mr. Marinucci	_____
Mr. Mays	_____
Ms. Winter	_____

Pledge of Allegiance

Acknowledgment of Visitors

Approval of Agenda

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco	_____
Mr. Sullivan	_____
Mr. Marinucci	_____
Mr. Mays	_____
Ms. Winter	_____

***Hearing of Public (15 Minutes) Agenda Items**

A. Approval of Minutes

1. Regular Session of November 17, 2008

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco	_____
Mr. Sullivan	_____
Mr. Marinucci	_____
Mr. Mays	_____
Ms. Winter	_____

B. Special Reports & Recognitions

- a. Resolution to Westlake High School Recognize Leadership Challenge Team Exhibit B-1

C. Superintendent's Report

D. Treasurer's Report/Recommendations

1. Discussion Items

- a. 2009-2010 Tax Budget
- b. Date of 2009 Organizational Meeting

2. Action Items

- a. Resolution to Adjust FY09 Appropriations Exhibit D-1-a
- b. Resolution to Resolution Affirming and Restating the Terms of a Pick-Up Program for Certain Employee Contributions To STRS And SERS and Authorizing the Treasurer to Take any Necessary Action Relating Thereto Exhibit D-1-b
- c. Resolution to Issue Then and Now Certificate Exhibit D-1-c

E. CAC Report – None

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 FMLA, Resignation and Employment for Staff Members Exhibit F-1-b-1
 - 2. Resolution to Approve Employment of Substitutes for Staff Members Exhibit F-1-b-2
 - 3. Resolution to Approve Reclassification of Certified Staff Members Exhibit F-1-b-3
 - 4. Resolution to Approve Supplemental Resignations and Contracts Exhibit F-1-b-4
 - 5. Resolution to Approve Certified Home Instruction Exhibit F-1-b-5
 - 6. Resolution to Approve Employment of Personnel Clerk Exhibit F-1-b-6
 - 7. Resolution to Approve Salary Adjustments for Project Link Personnel Exhibit F-1-b-7
 - 8. Resolution to Approve Curriculum Writing Activity Exhibit F-1-b-8
 - 9. Resolution to Approve Stipends for STEM Grant Activities Exhibit F-1-b-9
 - 10. Resolution to Approve Stipends for Certified Staff Members for Mentor Program Exhibit F-1-b-10
 - 11. Resolution to Approve Stipends for Mohican Outdoor Educational Program Exhibit F-1-b-11
 - 12. Resolution to Approve Teachers' Wages and Benefits to be Paid from Title I Funds Exhibit F-1-b-12**
- c. Resolution to Approve Agreements for Admission of Tuition Pupils and Purchased Services for the 2008-2009 School Year Exhibit F-1-c
- d. Resolution to Approve Field Trips Exhibit F-1-d
- e. Resolution to Approve Sunday Building Use Exhibit F-1-e
- f. Resolution to Approve Payment in Lieu of Transportation Exhibit F-1-f
- g. Resolution to Approve Physician Group for Referral to Confirm Employee Health Matters per Negotiated Agreement Exhibit F-1-g

2. Discussion Items

- a. First Reading of Policy JFG – Interrogations and Searches
- b. First Reading of Policy JFG-R – Interrogations and Searches
- c. First Reading of Policy KNAJ – Relations with Police Authorities

G. Director of Business Affairs Report

H. Board Items

- 1. Resolution to Approve School Attorney Exhibit H-1
- 2. Resolution to Fix, Accept and Approve Treasurer's Bond Exhibit H-2

I. 1. Adjourn to Executive Session For Purpose of Negotiations

Time _____

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

2. Adjourn Executive Session and Return to Regular Session

Time _____

*Meeting Open to Public (15 Minutes)

J. Adjournment

Time _____

*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 RECOGNIZE WESTLAKE HIGH SCHOOL
LEADERSHIP CHALLENGE TEAM

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates Westlake High School's Leadership Challenge Team for receiving the Ohio Dept of Education 2008 Asset Builder Award for Exemplary Practices for a School-Based Youth Group.

The award was presented to Leadership Challenge at the Ohio Prevention and Education Conference in Columbus, Ohio on November 20, 2008.

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO ADJUST FY09 APPROPRIATIONS

RESOLVED THAT

the Westlake Board of Education adjusts the following FY09 appropriations:

GENERAL FUND			
Account	From	To	Difference
001-1100-200			
Instructional-Benefits	\$4,976,663.23	\$4,974,152.21	(\$2,511.02)
001-1100-400			
Instructional-Purchased Services	\$67,083.27	\$67,090.17	\$6.90
001-1100-500			
Instructional-Supplies	\$631,177.21	\$628,162.21	(\$3,015.00)
001-1100-600			
Instructional-Equipment	\$52,542.21	\$73,443.52	\$20,901.31
001-1200-400			
Special Education-Purchased Services	\$2,477.06	\$1,829.18	(\$647.88)
001-1200-500			
Special Education-Supplies	\$22,443.75	\$18,651.72	(\$3,792.03)
001-1200-600			
Special Education-Equipment	\$5,794.16	\$6,028.46	\$234.30
001-1300-400			
Vocational-Purchased Services	\$33,790.00	\$33,282.76	(\$507.24)
001-2100-400			
Support Services-Purchased Services	\$587,909.85	\$590,190.83	\$2,280.98
001-2100-500			
Support Services-Supplies	\$15,517.49	\$16,147.12	\$629.63
001-2200-400			
Support Services-Purchased Services	\$119,054.88	\$120,209.06	\$1,154.18

EXHIBIT D-2-a
(Continued)

001-2200-500			
Support Services-Supplies	\$81,845.50	\$82,659.90	\$814.40
001-2300-400			
Board of Education-Purchased Services	\$4,023.94	\$4,471.13	\$447.19
001-2300-500			
Board of Education-Supplies	\$1,976.06	\$1,528.87	(\$447.19)
001-2400-400			
Admin-Purchased Services	\$332,750.00	\$320,331.38	(\$12,418.62)
001-2400-500			
Admin-Supplies	\$51,176.77	\$50,406.77	(\$770.00)
001-2500-400			
Fiscal-Purchased Services	\$44,056.00	\$43,717.84	(\$338.16)
001-2600-400			
Business-Purchased Services	\$114,000.00	\$113,830.92	(\$169.08)
001-2600-500			
Business-Supplies	\$1,434.64	\$1,654.49	\$219.85
001-2700-400			
Maintenance-Purchased Services	\$1,600,696.00	\$1,616,846.00	\$16,150.00
001-2700-500			
Maintenance-Supplies	\$225,967.11	\$224,382.26	(\$1,584.85)
001-2700-700			
Maintenance-Replacement Equipment	\$9,458.32	\$10,823.32	\$1,365.00
001-2800-400			
Transportation-Purchased Services	\$226,847.00	\$218,663.41	(\$8,183.59)
001-2800-600			
Transportation-Equipment	\$684.23	\$7,684.23	\$7,000.00
001-2900-400			
Information-Purchased Services	\$102,140.00	\$101,970.92	(\$169.08)

EXHIBIT D-2-a
(Continued)

001-2900-500			
Information-Supplies	\$5,265.06	\$4,615.06	(\$650.00)
001-2900-600			
Information-Equipment	\$469.88	\$619.88	\$150.00
001-5600-700			
Building Improvement-Replacement Equip	\$50,213.35	\$34,063.35	(\$16,150.00)
	\$9,367,456.97	\$9,367,456.97	\$0.00
Total			
INTERDISTRICT SUMMER SCHOOL			
Account	From	To	Difference
011-1100-400-9011			
Purchased Services	\$1,425.00	\$920.00	(\$505.00)
011-2400-400-9011			
Purchased Services	\$425.00	\$930.00	\$505.00
Total	\$1,850.00	\$1,850.00	\$0.00
INSERVICE			
Account	From	To	Difference
018-4600-500-9757			
In Service Holly Lane-Supplies	\$6,000.00	\$3,380.00	(\$2,620.00)
018-4600-500-9757			
In Service Holly Lane-Equipment	\$0.00	\$2,620.00	\$2,620.00
018-4600-500-9761			
In Service Lee Burneson-Supplies	\$190,700.00	\$190,101.12	(\$598.88)
018-4600-600-9761			
In Service Lee Burneson-Equipment	\$0.00	\$598.88	\$598.88
018-4600-500-9773			
Holly Lane Music Programs-Supplies	\$474.36	\$524.00	\$49.64
Total	\$197,174.36	\$197,224.00	\$49.64

EXHIBIT D-2-a
(Continued)

MONTESSORI CHILDREN'S SCHOOL FY09			
Account	From	To	Difference
401-3200-400-9509			
Purchased Services	\$4,915.53	\$4,857.26	(\$58.27)
401-3200-500-9509			
Supplies & Materials	\$23,022.69	\$21,624.14	(\$1,398.55)
Total	\$27,938.22	\$26,481.40	(\$1,456.82)
WESTLAKE MONTESSORI FY09			
Account	From	To	Difference
401-3200-400-9609			
Purchased Services	\$134.51	\$128.18	(\$6.33)
401-3200-500-9609			
Supplies & Materials	\$3,228.34	\$3,076.32	(\$152.02)
Total	\$3,362.85	\$3,204.50	(\$158.35)
ST. PAUL FY09			
Account	From	To	Difference
401-3200-100-9709			
Salaries & Wages	\$70,100.00	\$69,785.88	(\$314.12)
401-3200-200-9709			
Benefits	\$38,500.00	\$32,369.37	(\$6,130.63)
401-3200-400-9709			
Purchased Services	\$38,692.23	\$33,292.28	(\$5,399.95)
401-3200-500-9709			
Supplies & Materials	\$18,756.80	\$23,642.94	\$4,886.14
401-3200-600-9709			
Equipment	\$895.00	\$0.00	(\$895.00)
401-3200-700-9709			
Replacement Equipment	\$105.00	\$104.40	(\$.60)
Total	\$167,049.03	\$159,194.87	(\$7,854.16)

EXHIBIT D-2-a
(Continued)

ST. BERNADETTE FY09			
Account	From	To	Difference
401-3200-400-9809			
Purchased Services	\$122,636.47	\$122,207.02	(\$429.45)
401-3200-500-9809			
Supplies & Materials	<u>\$63,703.25</u>	<u>\$53,396.57</u>	(\$10,306.68)
Total	\$186,339.72	\$175,603.59	(\$10,736.13)
LE CHAPERON ROUGE FY09			
Account	From	To	Difference
401-3200-400-9909			
Purchased Services	\$968.50	\$922.90	(\$45.60)
401-3200-500-9909			
Supplies & Materials	<u>\$19,244.02</u>	<u>\$18,149.50</u>	(\$1,094.52)
Total	\$20,212.52	\$19,072.40	(\$1,140.12)
E-TECH OHIO FY09			
Account	From	To	Difference
452-2200-100-9354			
Salaries & Wages	\$412.50	\$0.00	(\$412.50)
452-2200-200-9354			
Benefits	\$63.73	\$0.00	(\$63.73)
452-2200-400-9354			
Purchased Services	<u>\$2,493.77</u>	<u>\$2,970.00</u>	<u>\$476.23</u>
Total	\$2,970.00	\$2,970.00	\$0.00
TITLE VI-B, IDEA FY 08			
Account	From	To	Difference
516-1200-400-9608			
Instruction - Purchased Services	\$53,450.24	\$67,439.77	\$13,989.53
516-1200-500-9608			
Instruction - Supplies & Materials	\$37.44	\$0.00	(\$37.44)

EXHIBIT D-2-a
(Continued)

516-2100-400-9608			
Support Services - Purch Service - Pupil	\$71,051.78	\$97,034.12	\$25,982.34
516-2200-100-9608			
Support Services - Salaries & Wages	\$5,214.13	\$4,154.88	(\$1,059.25)
516-2200-200-9608			
Support Services - Benefits	\$5,418.90	\$4,781.16	(\$637.74)
516-2200-400-9608			
Support Services - Purch Service - Staff	<u>\$34,625.75</u>	<u>(\$3,611.69)</u>	<u>(\$38,237.44)</u>
Total	\$169,798.24	\$169,798.24	\$0.00
TITLE III, LEP FY08			
Account	From	To	Difference
551-1200-500-9518			
Instruction - Supplies & Materials	\$0.00	\$0.18	\$0.18
551-2200-400-9518			
Prof Dev - Purchased Services	<u>\$0.18</u>	<u>\$0.00</u>	<u>(\$0.18)</u>
Total	\$0.18	\$0.18	\$0.00
TITLE I FY08			
Account	From	To	Difference
572-1100-100-9108			
Instruction - Salaries & Wages	\$42,572.02	\$65,838.73	\$23,266.71
572-1100-200-9108			
Instruction – Benefits	\$13,500.70	\$0.00	(\$13,500.70)
572-2200-400-9108			
Prof Dev - Purchased Services	\$458.68	\$0.00	(\$458.68)
572-2200-500-9108			
Prof Dev - Supplies & Materials	\$733.98	(\$154.23)	(\$888.21)
572-3200-400-9108			
Non Public - Purchased Services	<u>\$8,419.12</u>	<u>\$0.00</u>	<u>(\$8,419.12)</u>
Total	\$65,684.50	\$65,684.50	\$0.00

EXHIBIT D-2-a
(Continued)

TITLE I FY09			
Account	From	To	Difference
572-1100-100-9109			
Instruction - Salaries & Wages	\$303,951.38	\$280,532.26	(\$23,419.12)
572-1100-200-9109			
Instruction - Benefits	\$50,215.21	\$41,327.37	(\$8,887.84)
572-1100-500-9109			
Instruction - Supplies	\$32,192.35	\$29,892.35	(\$2,300.00)
572-2100-400-9109			
Facilities - Purchased Services	\$0.00	\$15,000.00	\$15,000.00
572-2200-400-9109			
Prof. Dev. - Purchased Services	\$14,299.49	\$21,187.33	\$6,887.84
572-2200-500-9109			
Support Services - Supplies & Materials	\$2,707.69	\$4,707.69	\$2,000.00
572-2800-100-9109			
Transportation - Salaries	\$0.00	\$2,300.00	\$2,300.00
572-3200-400-9109			
Non Public - Purchased Services	\$2,817.10	\$11,236.22	\$8,419.12
Total	\$406,183.22	\$406,183.22	\$0.00
TITLE V, INNOVATIVE PROGRAMS FY08			
Account	From	To	Difference
573-1100-500-9208			
Instruction - Supplies & Materials	\$147.97	\$342.01	\$194.04
573-2200-400-9208			
Prof. Dev. - Purchased Services	\$194.04	\$0.00	(\$194.04)
Total	\$342.01	\$342.01	\$0.00
TITLE IV-A, SAFE & DRUG FREE SCHOOLS FY09			
Account	From	To	Difference
584-3200-400-9859			
Non Public - Purchased Services	\$489.84	\$0.00	(\$489.84)

EXHIBIT D-2-a
(Continued)

584-3200-500-9859			
Non Public - Supplies & Materials	\$0.00	\$489.84	\$489.84
Total	\$489.84	\$489.84	\$0.00
EARLY CHILDHOOD SPECIAL EDUCATION, IDEA FY08			
Account	From	To	Difference
587-1200-500-9008			
Instruction - Supplies & Materials	\$107.02	\$0.00	(\$107.02)
587-2100-100-9008			
Instruction - Salaries & Wages	\$5,665.88	\$6,539.45	\$873.57
587-2100-200-9008			
Instruction - Benefits	\$952.43	\$935.88	(\$16.55)
587-2200-100-9008			
Prof. Dev. - Salaries & Wages	\$600.00	\$0.00	(\$600.00)
587-2200-200-9008			
Prof. Dev. - Benefits	\$150.00	\$0.00	(\$150.00)
Total	\$7,475.33	\$7,475.33	(\$0.00)
EARLY CHILDHOOD SPECIAL EDUCATION, IDEA FY09			
Account	From	To	Difference
587-2100-100-9009			
Instruction - Salaries & Wages	\$16,500.00	\$12,544.91	(\$3,955.09)
587-2100-200-9009			
Instruction - Benefits	\$978.00	\$4,933.09	\$3,955.09
Total	\$17,478.00	\$17,478.00	\$0.00
CHILD OUTCOMES SUPPORT, FY09			
Account	From	To	Difference
587-1100-100-9989			
Instruction - Salaries	\$300.00	\$0.00	(\$300.00)
587-1100-400-9989			
Instruction - Purchased Services	\$500.00	\$0.00	(\$500.00)

EXHIBIT D-2-a
(Continued)

587-1100-500-9989			
Instruction - Supplies	\$1,200.00	\$1,180.09	(\$19.91)
587-2100-500-9989			
Support Services - Supplies	\$1,000.00	\$994.55	(\$5.45)
587-7500-900-9989			
Return of Funds	\$0.00	\$825.36	\$825.36
Total	\$3,000.00	\$3,000.00	\$0.00
TITLE II-A, IMPROVING TEACHER QUALITY FY08			
Account	From	To	Difference
590-1100-100-9008			
Instruction - Salaries & Wages	\$0.00	\$7,747.65	\$7,747.65
590-2200-100-9008			
Prof. Dev. - Salaries & Wages	\$646.52	\$637.50	(\$9.02)
590-2200-200-9008			
Prof. Dev. - Benefits	\$1,151.38	\$98.49	(\$1,052.89)
590-2200-400-9008			
Prof. Dev. - Purchased Services	\$207.98	\$0.00	(\$207.98)
590-2200-500-9008			
Prof. Dev. - Supplies & Materials	\$3,051.35	(\$543.25)	(\$3,594.60)
590-3200-400-9008			
Non Public - Purchase Services	\$2,883.16	\$0.00	(\$2,883.16)
Total	\$7,940.39	\$7,940.39	\$0.00
TITLE II-A, IMPROVING TEACHER QUALITY FY09			
Account	From	To	Difference
590-1100-100-9009			
Instruction - Salaries & Wages	\$38,000.00	\$30,252.35	(\$7,747.65)
590-2200-100-9009			
Prof. Dev. - Salaries & Wages	\$20,720.00	\$22,584.49	\$1,864.49
590-2200-200-9009			
Prof. Dev. - Benefits	\$3,341.49	\$3,694.82	\$353.33

EXHIBIT D-2-a
(Continued)

590-2200-400-9009			
Prof. Dev. - Purchased Services	\$19,000.00	\$20,500.00	\$1,500.00
590-2200-500-9009			
Prof. Dev. - Supplies & Materials	\$1,595.19	\$2,741.86	\$1,146.67
590-3200-400-9009			
Non Public - Purchase Services	\$7,627.02	\$10,510.18	\$2,883.16
Total	\$90,283.70	\$90,283.70	\$0.00
TITLE II-D, TECHNOLOGY FY08			
Account	From	To	Difference
599-2200-400-9908			
Prof. Dev. - Purchased Services	\$392.20	\$452.78	\$60.58
599-3200-400-9908			
Non Public - Purchased Services	\$60.58	\$0.00	(\$60.58)
Total	\$452.78	\$452.78	\$0.00
TITLE II-D, TECHNOLOGY FY09			
Account	From	To	Difference
599-2200-400-9909			
Prof. Dev. - Purchased Services	\$1,073.60	\$1,013.02	(\$60.58)
599-3200-400-9909			
Non Public - Purchased Services	\$312.88	\$373.46	\$60.58
Total	\$1,386.48	\$1,386.48	\$0.00

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

The Board of Education of the Westlake City School District met in regular session on December 15, 2008, at 5:30 p.m., at the Westlake City Schools Administration Building, Westlake, Ohio, with the following members present:

The Treasurer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

_____ moved the adoption of the following resolution:

RESOLUTION NO. _____

**A RESOLUTION AFFIRMING AND RESTATING THE
TERMS OF A PICK UP PROGRAM FOR CERTAIN EMPLOYEE
CONTRIBUTIONS TO STRS AND SERS AND
AUTHORIZING THE TREASURER TO TAKE
ANY NECESSARY ACTION RELATING THERETO**

WHEREAS, employees of the Board of Education of the Westlake City School District (the “District”) are members of the School Teachers Retirement System (“STRS”) or the School Employees Retirement System (“SERS”); and

WHEREAS, employees who are members of STRS or SERS must contribute a percentage of their compensation as member contributions to STRS or SERS; and

WHEREAS, member contributions to STRS or SERS will not be currently subject to federal income tax if such contributions are picked-up by the District in accordance with Internal Revenue Code (the “Code”) Section 414(h)(2) and rulings thereunder; and

WHEREAS, the District has previously adopted pick-ups on behalf of employees; and

WHEREAS, the District wishes to affirm, restate and modify the terms of its pick-up programs for employees; and

WHEREAS, pursuant to applicable provisions of Chapters 3307 and 3309 of the Ohio Revised Code (“ORC”) and Ohio Administrative Code (“OAC”) rules thereunder, certain employees of the Board who are members of STRS or SERS are permitted to purchase, by payroll deduction, additional service credit under STRS or SERS; and

WHEREAS, recent Internal Revenue Service rulings under IRC Section 414(h)(2) have permitted governmental employers to pick up employee contributions required for the purchase of additional service credit under a state or local governmental retirement system; and

WHEREAS, the STRS board has adopted OAC Rule 3307:1-3-11 to permit employers to pick up employee contributions required for the purchase of additional service credit under STRS; and

WHEREAS, the SERS board has adopted OAC Rule 3309-1-54 to permit employers to pick up employee contributions required for the purchase of additional service credit under SERS; and

WHEREAS, in accordance with the foregoing, the Board would like to provide that an employee who is permitted to purchase additional service credit under STRS or SERS may irrevocably elect to have the Board pick up, by the salary reduction method, an employee's required contributions to purchase additional service credit under STRS or SERS;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Westlake City School District, County of Cuyahoga, State of Ohio, that:

Section 1. In accordance with Internal Revenue Code ("IRC") Section 414(h)(2), the Board shall pick up all of the required member contributions of all employees to the State Teachers Retirement System ("STRS") and School Employees Retirement System ("SERS").

Except as otherwise provided for in Board policy, the terms of a collective bargaining agreement or the terms of an employee's written contract of employment with the Board, the pick-up shall be a "salary reduction" pick-up of the entire amount of the member contribution which the employee is required to contribute to STRS or SERS, based upon the salary and all other "compensation" of the employee under Ohio Revised Code ("ORC") Section 3307.01 or 3309.01. Accordingly, the compensation of an employee covered by the salary reduction pick up shall be deemed to be reduced by the amount of the pick up; and the Treasurer is hereby authorized to pay an equal amount the amount of the salary reduction pick-up directly to STRS or SERS as a member contribution of the employee.

To the extent provided for in Board policy, the terms of a collective bargaining agreement or the terms of an employee's written contract of employment with the Board, the pick-up shall be a "fringe benefit" pick-up of all or a portion of the member contribution which the employee is required to contribute to STRS or SERS, based upon the salary and all other "compensation" of the employee under Ohio Revised Code ("ORC") Section 3307.01 or ORC Section 3309.01. To the extent that a fringe benefit pick up is in effect with respect to an employee, the Board shall not reduce the compensation of the employee on account of the required member contributions to STRS or SERS; and the Treasurer is hereby authorized to instead pay directly to STRS or SERS the required amount of the STRS or SERS member contribution of the employee.

To the extent provided for in Board policy, the terms of a collective bargaining agreement or the terms of an employee's written contract of employment with the Board, the amount of an employee's fringe benefit pick-up shall also be considered as compensation of the employee for purposes of ORC Section 3307.01 or ORC Section 3309.01; and, to the extent that any such picked up amounts are considered to be additional compensation for such purposes, the Treasurer shall pay directly to STRS or SERS, all employer and member contributions (in lieu of the employee paying the member contributions) required on account of the inclusion of such fringe benefit pick-up as additional compensation for such purposes.

No employee shall have the option of receiving cash or other taxable benefits or amounts in lieu of having a pick up in effect for all of the employee's required member contributions to STRS or SERS.

Section 2. An employee shall be "Covered Employee" under this Section 2 of this Resolution if the employee meets all of the following requirements:

- (a) The employee is a member of STRS or SERS.
- (b) The employee elects to purchase additional service credit under STRS or SERS and specifies the amount of service credit to be purchased.
- (c) The employee agrees that the purchase of the specified amount of additional service credit shall be made by payroll deduction pursuant to OAC 3307:1-3-11 or OAC 3309-1-54.
- (d) The employee agrees that the payroll deductions for the purchase of such service credit shall be picked up by the Board pursuant to IRC Section 414(h)(2) and in accordance with OAC 3307:1-3-11(M) or OAC 3309-1-54 and the foregoing terms of this Resolution.
- (e) The employee agrees that his or her election to purchase additional service credit, election to pay for the purchase of such service credit by payroll deduction, and agreement to the pick up provided herein are irrevocable.

With respect to a Covered Employee under this Section 2, the compensation of the Covered Employee shall be reduced in accordance with Section 1 of this Resolution to provide for a salary reduction pick-up of the contributions the Covered Employee is required to make for the purchase of additional STRS or SERS service credit, as permitted under IRC Section 414(h)(2) and rulings thereunder.

All such picked up amounts shall be paid by the Board to STRS or SERS on behalf of the Covered Employee as a pick up by the Board of the member contribution requirements otherwise imposed upon the employee for the purchase of additional service credit, in lieu of such amounts otherwise being paid directly by the Covered Employee. Once a pick up of employee contributions is begun under this Section 2, no covered employee shall have the option of receiving cash or other taxable benefits or amounts in lieu of having the pick up in effect for payment of all of the employee's required member contributions to STRS or SERS for purchase of the service credit.

Section 3. All salary reduction pick-up amounts shall be included in the employee's total annual salary for the purpose of computing daily rate of pay, for determining paid salary adjustments to be made due to absence, or for any similar purpose. Fringe benefit pick up amounts shall not be included for such purposes, absent a specific intent to do so that is stated in writing as part of the board policy, collective bargaining terms or other contractual authorization for the fringe benefit pick up.

Section 4. The District shall fulfill its income tax reporting and withholding responsibilities for each employee in such manner as is required by applicable federal, state and local laws and regulations as they may exist at the time of such reporting and withholding. It is the District's understanding that the no picked up amount pick up is currently subject to any federal or state income taxes; and that with respect to a pick done under the salary reduction pick up method, federal and Ohio income tax laws and regulations presently require it to report as an employee's gross income his total annual salary less the amount of the salary reduction pick up (i.e. his cash salary), while applicable federal employment tax laws (e.g. the Medicare tax) and Ohio municipal income tax law require it to report as an employee's gross income, his total annual salary including the amount of the salary reduction pick up.

Section 5. The Treasurer is hereby directed to take all acts necessary and appropriate to ensure the continued implementation of this resolution, including but not limited to, making applications to the Internal Revenue Service and the boards administering the STRS and SERS programs to determine the requirements of the Internal Revenue Service and such boards in connection with such pick up plan.

Section 6. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of this Board and of any committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law.

Section 7. This Resolution shall be in full force and effect as of January 1, 2009.

_____ seconded the motion.

Upon roll call on the adoption of the resolution, the vote was as follows:

TREASURER'S CERTIFICATION

The foregoing is a true and correct excerpt from the minutes of the regular meeting on December 15, 2008 of the Board of Education of the Westlake City School District, showing the adoption of the resolution hereinabove set forth.

Dated: _____, 2008

Treasurer, Board of Education of the
Westlake City School District

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:

PO No.	Vendor	Description	Amount
74787	Educational Service Center of Cuyahoga County	Purchased Services Contract Reading Tutors	\$41,008.81

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

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:

Rick and Rebecca Baker
30992 Bellerive Court
Westlake, OH 44145

Donated \$250.00 to the Westlake Early Childhood Program at Hilliard Elementary to purchase literacy bags and books on tape.

Bassett PTA
Mrs. Megan Moutoux, President
2155 Bassett Road
Westlake, OH 44145

Donated shrubbery and a tree (valued at \$387.50) for the front entrance to Bassett Elementary as part of the Bassett Elementary school beautification project.

Ms. Meredith Bivens
1717 W. George Street
Chicago, IL 60657

Donated \$25.00 to Westside Connections at Westlake High School to help fund our adults with disabilities class held on Wednesday nights at Westlake High School.

Dean's Greenhouse & Flower Shop
Ms. Debbie Dean-Espie
3984 Porter Road
Westlake, OH 44145

Donated 12 poinsettia plants to Westlake City Schools December concert programs at the Performing Arts Center to provide seasonal color for the concerts.

Mr. David M. Douglass
25070 Red Oak Court
Bay Village, OH 44140

Donated \$100.00 to Westside Connections at Westlake High School to help fund our adults with disabilities class held on Wednesday nights at Westlake High School.

Wladyslaw Kowynia
Db a Evil Olive
1551 W. Division Street
Chicago, IL 60622

Donated \$850.00 to Westside Connections at Westlake High School to help fund our adults with disabilities class held on Wednesday nights at Westlake High School.

Hilliard Elementary PTA
Ms. Patty McHugh
24365 Hilliard Blvd.
Westlake, OH 44145

Donated 350.00 to the principal's inservice account at Hilliard Elementary School to purchase Ellison die cuts for use by the Hilliard Staff and PTA.

Lake Erie Basketball League
Mr. Kevin Considine
2228 Johnstone Way
Westlake, OH 44145

Donated \$1,500.00 to the Basketball program at Westlake High School to defray the cost of a new scoreboard in the Westlake High School auxiliary gym.

EXHIBIT F-1-a
(Continued)

Ohio School Pictures
Mr. Douglas Barr
1213 West Bagley Road
Berea, OH 44017

Donated \$1,000.00 to the Art Gallery at Westlake High School to improve our Art Gallery, to provide enrichment opportunities for our art students, and to purchase needed photography equipment.

Ohio School Pictures
Mr. Douglas Barr
1213 West Bagley Road
Berea, OH 44017

Donated \$1,000.00 to TechMates at Westlake High School to purchase supplies in the Technical Drawing/Design classes.

Westlake Town Criers
Mr. Thomas Hirz, Treasurer
P.O. Box 45224
Westlake, OH 44145

Donated \$150.00 to the Volleyball program at Westlake High School to defray the cost of the Freshmen Invitational Volleyball Tournament.

Westlake Varsity Prep Basketball
Mr. Kevin Considine
2228 Johnstone Way
Westlake, OH 44145

Donated \$1,026.25 to the Boys Basketball program at Westlake High School to purchase team clothing.

Z-Space Technologies
Ms. Laura Lathem
26933 Westwood Road
Westlake, OH 44145

Donated \$431.64 for registration and supplies to the First Lego League team at Lee Burneson Middle School to participate in the First Lego League competition at Hawken School on December 6, 2008.

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE FMLA, RESIGNATIONS AND EMPLOYMENT FOR STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves FMLA, resignations and employment for staff members as follows:

FMLA

<u>Name</u>	<u>Effective Date</u>	<u>Name</u>	<u>Effective Date</u>
Erin Blahnik	12/05/2008	Joanna Harmon	01/05/2009
Ellen Hurley	01/05/2009		

Classified Resignation

<u>Name</u>	<u>Building/Position</u>	<u>Effective Date</u>
Charles Anost	Bus Driver	12/01/2008

Certified Employment

<u>Name</u>	<u>Building/Position</u>	<u>Effective Date</u>	<u>Step</u>	<u>Level</u>	<u>Contract %</u>
Kelly Bolton	Holly Lane Long-Term Sub	01/05/2009		Daily Rate	
Elaine Goetz	Speech Long-Term Sub	12/08/2008		Daily Rate	

Classified Employment

<u>Name</u>	<u>Building/Position</u>	<u>Effective Date</u>	<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Months</u>
Edward Moran	Bus Driver	12/08/2008	7	From 4.75 to 4.25 hrs/day		
Bonnie Sliva	Bus Driver	12/15/2008	0	From 4.25 to 5.00 hrs/day		

Motion by: _____

Seconded by: _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE RESIGNATIONS AND EMPLOYMENT
OF SUBSTITUTES FOR STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves the resignations and employment of substitutes for staff members as follows:

Classified Substitute Resignation

Certified Substitute Resignation

Classified Substitutes

<u>Name</u>	<u>Positions</u>
Charise Huffman	Kitchen Helper
Angela Baker	Playground Asst., Supervision Asst, Kitchen Helper, Cashier, Clerk/Typist, Receptionist
Jennifer Wolfe	Receptionist
Patricia Sherwood	Bus Driver

Certified Substitutes

Margareth Braathen	Linda Krasienko	Holly Sammon	Anna Walters
Andrew Gibson	Michele Milligan	Kevin Scipione	Sharon Forstchen
Julie Budd			

Motion by: _____

Seconded by: _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE RECLASSIFICATION
OF CERTIFIED STAFF MEMBERS

RESOLVED THAT

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

<u>Effective</u>	<u>Name</u>	<u>From</u>	<u>To</u>	<u>Step</u>
12/01/2008	Hun Piazza	BA+30	MA	6

7

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE SUPPLEMENTAL RESIGNATIONS AND CONTRACTS
(In-District and Out-of-District)

RESOLVED THAT

the Westlake Board of Education approves the following supplemental resignations and contracts for the 2008-2009 school year (in-district and out-of-district):

Resignations

Cindy Konscak	WHS Bowling Club Co-Advisor
Sarah Reichert	WHS Bowling Club Co-Advisor
Stephen Radachi	WHS Boys' Tennis Asst. Coach

Employment

<u>Name</u>	<u>Position</u>	<u>In District</u>	<u>Step</u>
Shaun Koski	WHS Boys' Basketball Asst. Coach	Y	From 6 to 7
Derek Woodske	WHS Boys' Swim Asst. Coach	N	0
Kristin Stuckart	WHS Girls' Track Asst. Coach	N	0
William Bowles	LBMS Asst. Wrestling Coach	Y	20
Lynn Pettyjohn	LBMS Yearbook Advisor	Y	8

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:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE CERTIFIED HOME INSTRUCTION

RESOLVED THAT

the Westlake Board of Education approves home instruction for the 2008-2009 school year as follows, at the negotiated rate of pay:

Ann Marie Keel to provide home instruction effective 12/04/08-01/16/09, not to exceed 5 hours total.

Karen Schmitt to provide home instruction effective 10/27/08-06/09/09, not to exceed 70 hours total.

Jim Bingham to provide home instruction effective 12/01/08-02/18/09, not to exceed 144 hours total.

Jean Barrett to provide home instruction effective 12/01/08-03/31/09, not to exceed 45 hours total.

Kelly Bailey to provide home instruction effective 12/01/08-03/27/09, not to exceed 90 hours total.

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE EMPLOYMENT OF PERSONNEL CLERK

RESOLVED THAT

the Westlake Board of Education approves the employment of Virginia Baker as Personnel Clerk from December 1, 2008 through December 30, 2008, not to exceed 5 days, on a per diem basis consistent with Step 5 of the Personnel Coordinator Salary Schedule as specified by contract.

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE SALARY ADJUSTMENTS
FOR PROJECT LINK PERSONNEL

RESOLVED THAT

the Westlake Board of Education approves the salary adjustments for the following Project Link personnel:

Cora Miner
Site Coordinator

Step: 9
Effective: 1/05/09

Carol Andrews
Project Link Leader

Step: 5
Effective: 1/05/09

Judith Mack
Project Link Leader

Step: 4
Effective: 1/05/09

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE WHS CURRICULUM WRITING ACTIVITY

RESOLVED THAT

the Westlake Board of Education approves stipends for the following staff members for Course of Study writing activities at the negotiated rate:

<u>Name</u>	<u>Course of Study</u>	<u>Hours Not To Exceed</u>	<u>Fund</u>
Kelly Atkinson	Digital Image Design	15*	Cleveland State University Grant
Sue Tarr	Computer Technology	15*	Cleveland State University Grant
		(Additional Hours)	
Kim Cerrito	English	15	General Fund
Laura Miller	English	15	General Fund
Sarah Reichert	English	4	General Fund
Paula Reimueller	English	3	General Fund

*Supported wholly or in part by Grant Funds

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE STIPENDS FOR
STEM GRANT ACTIVITIES

RESOLVED THAT

the Westlake Board of Education approves a stipend for the following staff member for STEM grant related activities, to be paid from the STEM Grant Funds:

STEM Summer Workshops Training & Coordination
(Technology Camp, Sharepoint, & Web Maintenance)

Kurt Thonnings 25.5 Hours @ \$22.71/Hour*

*Supported wholly or in part by Grant Funds

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE STIPENDS FOR CERTIFIED
STAFF MEMBERS FOR MENTOR PROGRAM

RESOLVED THAT

the Westlake Board of Education approves stipends in the amount of \$1,000* each for certificated staff members for the mentor program for the 2008-2009 school year as follows.

<u>Mentor</u>	<u>Mentee</u>	<u>School</u>	<u>Grade/Subject</u>
Matt Bourn	William Primrose	LBMS	Science
Lisa Patton	Adam Purdy	WHS	Industrial/Tech.
David Ruschau	Daniel Jennings	WHS	Intervention Specialist
Colleen Gray	Elaine Goetz	District	Speech/Language Path.

*Supported wholly or in part by State Entry Year funds.

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE STIPENDS FOR MOHICAN
OUTDOOR EDUCATIONAL PROGRAM

RESOLVED THAT

the Westlake Board of Education approves stipends for the following Parkside staff members for supervision at the 2008 Mohican Outdoor Educational Program at \$25.00* per night:

<u>Name</u>	<u>Number of Nights</u>	<u>Name</u>	<u>Number of Nights</u>
Katie Beachler	3	Lindsay Kiktavy	3
Bill Bowles	5	Patrick McMorrow	1
Verlene DeWitt	2	Sue Palchesko	4
Pam English	1	Jennifer Riley	3
John Holland	1	Jeff Short	4
		Laurie Skvarek	6

*Supported wholly or in part by student fees.

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

**RESOLUTION TO APPROVE TEACHERS' WAGES AND BENEFITS
TO BE FUNDED BY TITLE I FUNDS**

RESOLVED THAT

the Westlake Board of Education approves wages and benefits of the following teachers to be funded in whole or in part by Title I funds. These teachers will be utilized to serve students in reading per requirements of the Title I program:

Leslie Telloni

Cindy Archer

Trudy Pauken

Motion by_____

Seconded by_____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

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 for the 2008-2009 school year:

2008-2009 School Year

ESC of Cuyahoga County – Audiology Services

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE FIELD TRIPS

RESOLVED THAT

the Westlake Board of Education approves the following field trips:

Lee Burneson Middle School & Westlake High School
Science Olympiad Invitational
Magsig Middle School, Centerville, Ohio
Friday-Saturday, January 23-24, 2009
Approximate Cost Per Pupil: \$150

Lee Burneson Middle School & Westlake High School
Ski & Snowboard Club
Holiday Valley Ski Resort, Ellicottville, New York
Monday, February 16, 2009 – 5:15 a.m. – 9:00 p.m.
Approximate Cost Per Pupil: \$98

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE SUNDAY BUILDING USE

RESOLVED THAT

the Westlake Board of Education approves Sunday building use as follows:

Sovereign Grace Church of Cleveland
Church Services

Westlake High School
Sundays, 01/04/09 – 12/26/09
9:00 AM – 1:00 PM
Cafeteria & Five Classrooms

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE PAYMENT IN LIEU OF TRANSPORTATION

RESOLVED THAT

the Westlake Board of Education approves payment in lieu of transportation during the 2008-2009 school year for the following students (amount pending from Ohio Department of Education):

Donald Kocian	Elyria Catholic High School
Kyle Kocian	Elyria Catholic High School
Rebecca Dreher	Holy Name High School
Daniel Dreher	Holy Name High School
Joseph Schaefer	Holy Name High School
Jake Schaefer	Holy Name High School
Paul Sozio	Holy Name High School
Marisha Sullivan	Holy Name High School
Abbey Zimmerman	Holy Name High School
Alexandra Zanowick-Marr	Incarnate Word Academy
Lila Sucher	Montessori Children's School
Joelle Nouneh	Montessori Children's School
Naya Alsouss	Montessori Children's School
Tarek Nukta	Montessori Children's School
Kartar Vig	Montessori Children's School
Saam Rashidi	Montessori Children's School
Madeline Boyer	Montessori Children's School
Jacqueline Underman	Montessori Children's School
Sophia Wahib	Montessori Children's School
Anthony Voytek	St. Cyril & Methodius
Dominic Paoletta	Bethany Lutheran School
Carolyn Kraus	Lakewood Catholic Academy

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO APPROVE PHYSICIAN GROUP FOR REFERRAL TO CONFIRM
EMPLOYEE HEALTH MATTERS PER NEGOTIATED AGREEMENT

RESOLVED THAT

the Westlake Board of Education approves the following physician group for referral by the Board to confirm employee health matters per the negotiated agreement:

West Shore Primary Care

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

File: JFG
INTERROGATIONS AND SEARCHES

To maintain order and discipline in the schools and to protect the safety and welfare of students, employees and community members, the Board authorizes its administration to conduct searches of school property, a student's person or personal property or student automobiles in accordance with Board-adopted procedures. The Board further authorizes its administration to seize illegal, unauthorized, or contraband materials that may be discovered in any search. The Board has further developed procedures that will be followed in the event a law enforcement agency requests an opportunity to search or interrogate a student.

Searches of School Property

The administration is authorized to conduct periodic general inspections of any school property for any reason, at any time without notice, without student consent, and without a warrant. School property includes school lockers, desks or other receptacles that a student may use for storage of personal or school belongings, which receptacle is property of the Board.

Personal Searches

A student's person and/or personal effects (e.g. book bag, purse, pockets, **electronic devices**) may be searched when an administrator has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials or is otherwise in violation of school policy. Any personal searches will be conducted in accordance with the procedures governing personal searches.

Automobile Searches

The Board reserves the right to conduct routine patrols of student parking lots and inspections of the exteriors of students' automobiles on school property. When the administration has reasonable suspicion to believe that illegal or unauthorized materials are contained inside a student's vehicle, it may inspect the interior of the vehicle. Routine patrols and inspections of student parking lots and student automobiles may be conducted without notice, without student consent and without a search warrant.

Searches or Interrogations by Law Enforcement Officials

Generally, law enforcement authorities will be allowed to interview students on school premises only if there are special circumstances requiring an immediate interview or if the interview is conducted at the request of the school. Law enforcement authorities will not be allowed to search a student's locker, desk, automobile or person without a search warrant unless public health or safety is involved. Any interrogations or search conducted by law enforcement authorities will be governed in accordance with the District's procedures.

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: ORC 3313.20
New Jersey v. TLO 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)

File: JFG-R
INTERROGATIONS AND SEARCHES

Searches of School Property

The following rules apply to the search of school property assigned to a student (including school lockers, desks or other receptacles which a student may use for storage of personal or school belongings which receptacle is the property of the Board) and the seizure of items in his/her possession.

1. Random searches of lockers, desks or other storage spaces may be conducted by school personnel.
2. The possession of items which constitute a crime or violation of school rules, or any other possessions reasonably determined to be a threat to the safety or security of others may be seized by school authorities at any time.

Personal Searches

Principals and their designees are permitted to search the person and personal property (purse, knapsack, gym bag, **electronic devices**, etc.) of a student when there is a reasonable suspicion to believe that evidence will be obtained indicating the student's violation of either the law or school rules. The following rules apply in such cases.

1. There should be reasonable suspicion to believe that the search will result in obtaining evidence that indicates the student's violation of the law or school.
2. Searches will be conducted by a person of the same sex as the student.
3. Searches will be conducted in the presence of another administrator or staff member and, wherever possible, by a person of the same sex as the student being searched.
4. Parent(s)/guardian(s) of a minor student who is the subject of a search will be notified of the search and will be given the reason(s) for the search as soon as feasible after its completion.
5. When evidence is uncovered indicating that a student has violated the law, law enforcement officials shall be notified.

Automobile Searches

The cars of students who are granted permission to drive to school and park on school property are subject to routine patrols and exterior inspections. Routine patrols and inspections of student parking lots and student automobiles may be conducted without notice, without student consent and without a search warrant. In addition, the interior of a student's car may be searched when school officials have reasonable suspicion to believe that illegal or unauthorized materials are contained inside the student's vehicle.

Searches of Student Property by Police

A law enforcement agency is required to produce a proper search warrant prior to conducting any search of a student's personal property kept on school premises. However, if the police have reason to believe that any item which might pose an immediate threat to the safety or security of others is kept in a student locker, desk or other storage space, searches may be conducted without a previously issued warrant.

Interrogations by Police

The schools have legal custody of students during the school day and during hours of approved extra-curricular activities. It is the responsibility of the school administration to try to protect each student under its control; therefore, the following steps should be taken;

1. The questioning of students by law enforcement agencies is limited to situations where parental consent has been obtained or the school official has made an independent determination that reasonable grounds exist for conducting an interrogation during school hours.
2. Whenever possible, police officers should contact and/or question students out of school. When it is absolutely necessary for an officer to make a school contact with a student, the school authorities will bring the student to a private room and the contact will be made out of the sight of others as much as possible.
3. The school principal must be notified before a student may be questioned in school or taken from a classroom.
4. **In matters not involving the code of conduct or for other matters not related to school**, if possible, a parent or legal guardian of the student to be interviewed should be notified by the police before the student is questioned so that the parents may be present if they so desire. **This policy does not apply to officer involvement in the investigation of violations of the code of conduct.**
5. A school official will request to be present when an interrogation takes place within the school.
6. When it is necessary to remove a student from school, after notifying the school principal, police authorities should notify the parents. If the circumstances make it impossible for the police to make this notification to the parents, the principal or his/her designee should do so. When the police feel it is necessary to remove a child from school, the police must first obtain parental consent or produce a warrant, an order, or other legal document authorizing them to remove the child without parental consent. If the circumstances make it impossible for the police to make the notification to the parents, the principal or his/her designee should do so.
7. The police department should always be notified by the school principal whenever a student is involved in any type of criminal activity. When the principal learns of this involvement, he/she should notify the juvenile officer or detective bureau of the police department. The school should not attempt to handle matters that are properly in the realm of the police department.

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: ORC 3313.20

New Jersey v.TLO 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)

File: KNAJ
RELATIONS WITH POLICE AUTHORITIES

Cooperation with Westlake Police Department

The Westlake Schools will at all times and in all circumstances cooperate to the fullest extent possible with the Westlake Police Department.

1. Upon the request of the police to interview a student **for a matter not involving the code of conduct or for other matters not related to school**, the principal will call the parent immediately.
 - A. If the parent gives permission for the interview, the student is to be called in such a way that other students are not aware of the interview.
 - B. If the parent refuses the interview, the police are to be advised that the student cannot be called.
 - C. If the parent asks to be present at the interview, the policeman is to be asked if he/she is willing to wait for the parent.
2. If the parent cannot be reached and the police feel it is imperative they talk with the student, the student will be called for the interview; HOWEVER, the parent must be notified by phone or in writing that the interview occurred within 24 hours after the interview.
3. In an emergency, where the police must see a student before there is time to call a parent, the principal must use the best judgment possible, but the parent must be notified of the action.

This policy does not apply to officer involvement in the investigation of violations of the code of conduct.

Adoption Date: May 23, 2002

Revision Date:

Cross Refs.: JFG, Interrogations and Searches

RESOLUTION TO APPROVE SCHOOL ATTORNEY
(ORC 3313.203 & 3317.171)

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 service herein named is 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 service shall be at the usual and customary rates for the professional service rendered upon receipt of an itemized statement by the school district treasurer; and

BE IT FINALLY RESOLVED such legal service 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).

Britton Smith Peters & Kalail
3 Summit Park Drive, Suite 400
Cleveland, OH 44131-2582

Effective date: September 29, 2008

Motion by _____

Seconded by _____

Roll Call Vote:

Ms. Rocco _____

Mr. Sullivan _____

Mr. Marinucci _____

Mr. Mays _____

Ms. Winter _____

RESOLUTION TO FIX, ACCEPT AND APPROVE TREASURER'S BOND
(ORC 3313.25)

WITNESS, our hands this 15th day of December, 2008.

WHEREAS, the Westlake City Schools Board of Education has set the bond for the Treasurer to be fixed at \$50,000 and,

WHEREAS, the Treasurer be authorized and directed to provide bond satisfaction to the Board, and,

WHEREAS, said bond shall be secured with the Travelers Casualty and Surety Company of America, and,

WHEREAS, THE CONDITION of this obligation is such that the above bound Treasurer was on the 15th day of December, 2008, the duly appointed Treasurer of the Board of Education and ex-officio Treasurer of the School Funds of Westlake City School District, in the County of Cuyahoga, State of Ohio, for the designated term, commencing on January 12, 2009, and until his successor is elected or appointed and qualified.

BE IT RESOLVED, now, if the said Treasurer shall faithfully perform all the official duties required of him as such Treasurer, according to law and shall faithfully disburse all school funds which come into his hands as such officer, this obligation shall be void, and of no effect; otherwise to be and remain in full force and virtue in law.

The above bond, the amount thereof, and the sureties thereon, are reconfirmed by said Board of Education, this 15th day of December, 2008.

President, Board of Education