

WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION AGENDA
Monday, December 17, 2012 – 4:30 p.m. – Regular Meeting
Administrative Building – 27200 Hilliard Blvd.

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, 21st 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. Regular Meeting of November 19, 2012

Motion by _____

Seconded by _____

Roll Call Vote: _____

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

B. Special Reports & Recognitions	
1. Resolution to Recognize WHS Student Athletes	Exhibit B-1
2. Resolution to Recognize WHS Coaches	Exhibit B-2
C. Superintendent's Report & Master Facility Plan Phase I Report	
D. Treasurer's Report/Recommendations	
1. Tax Budget Discussion	
2. Action Items	
a. Resolution to Issue Then and Now Certificates	Exhibit D-2-a
b. Resolution to Authorize Treasurer to Return Advance	Exhibit D-2-b
c. Resolution to Adjust FY13 Appropriations	Exhibit D-2-c
E. CAC Report	
1. Resolution to Appoint Members to the Citizens Advisory Committee	Exhibit E-1
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, FMLA and Employment for Staff Members	Exhibit F-1-b-1
2. Resolution to Approve Resignations and Employment of Substitutes for Staff Members	Exhibit F-1-b-2
3. Resolution to Approve Supplemental Contract Resignations and Employment	Exhibit F-1-b-3
4. Resolution to Approve Certified Reclassification	Exhibit F-1-b-4
5. Resolution to the Employment of Project Link Personnel for Afterschool Programs	Exhibit F-1-b-5
6. Resolution to Rescind Resolution to Approve Stipends for ABLE Professional Development	Exhibit F-1-b-6
7. Resolution to Approve Stipends for ABLE Professional Development	Exhibit F-1-b-7
8. Resolution to Approve Pay Rates for Game Personnel for OHSAA Football Playoff Game	Exhibit F-1-b-8
9. Resolution to Approve Certified Home Instruction	Exhibit F-1-b-9
10. Resolution to Approve Minimum Wage Increase for 2013	Exhibit F-1-b-10
c. Resolution to Approve Agreements for Admission of Tuition Pupils and Purchased Services	Exhibit F-1-c
d. Resolution to Approve Field Trips	Exhibit F-1-d
e. Resolution to Approve WHS Program of Studies 2013-2014	Exhibit F-1-e
f. Resolution to Publicly Post Previously Approved Change Orders	Exhibit F-1-f
g. Resolution to Accept Bids and Award Construction Contract WCS 02-Technology	Exhibit F-1-g
h. Resolution to Accept Bids and Award Construction Contract WCS 03-Classroom Furniture	Exhibit F-1-h
i. Resolution to Accept Bids and Award Construction Contract WCS 04-Administrative Furniture	Exhibit F-1-i
j. Resolution to Accept Bids and Award Construction Contract WCS 05-Music Furniture	Exhibit F-1-j
k. Resolution to Accept Bids and Award Construction Contract WCS 06-Miscellaneous Academic Furniture	Exhibit F-1-k
l. Resolution to Accept Bids and Award Construction Contract WCS 07-Media Center Furniture	Exhibit F-1-l

G. Board Items

1. Set Date and Time for 2013 Organizational Meeting – January 7, 2013, 5:30 PM Board Room
2. Resolution to Appoint President Pro Tem for 2013 Organizational Meeting Exhibit G-2
3. Discussion Items - Policy Review – Second Reading
 - a. Second Reading of Policy AC-Nondiscrimination
 - b. Second Reading of Policy ADA-Educational Philosophy
 - c. Second Reading of Policy BCCC-Treasurer/CFO's Contract
 - d. Second Reading of Policy BDDF-E-Voting Method
 - e. Second Reading of Policy CBC-Superintendent's Contract
 - f. Second Reading of Policy DJF-Purchasing Procedures
 - g. Second Reading of Policy DN-School Properties Disposal Procedure
 - h. Second Reading of Policy EBBC-Blood Borne Pathogens
 - i. Second Reading of Policy EBC-Emergency/Safety Plans
 - j. Second Reading of Policy EBC-R-Emergency/Safety Plans (NEW)
 - k. Second Reading of Policy EBCE-Emergency Closings
 - l. Second Reading of Policy EBCE-R-Emergency Closings
 - m. Second Reading of Policy EBCE-Reporting Safety and Fraud Violations (NEW)
 - n. Second Reading of Policy EBCE-R- Reporting Safety and Fraud Violations (NEW)
 - o. Second Reading of Policy EBCE-E-1 - Reporting Safety and Fraud Violations (NEW)
 - p. Second Reading of Policy EBCE-E-2 - Reporting Safety and Fraud Violations (NEW)
 - q. Second Reading of Policy ECG-Integrated Pest Management
 - r. Second Reading of Policy ECG-R-1-Integrated Pest Management
 - s. Second Reading of Policy ECG-R-2-Integrated Pest Management
 - t. Second Reading of Policy EFF-Food Sale Standards
 - u. Second Reading of Policy EGAAA-Copyright
 - v. Second Reading of Policy EGAAA-E-Copyright
 - w. Second Reading of Policy FL-Retirement of Facilities
 - x. Second Reading of Policy GBA-Equal Opportunity Employment
 - y. Second Reading of Policy GBCB-Staff Conduct
 - z. Second Reading of Policy GBE-Staff Health & Safety
 - aa. Second Reading of Policy GBL-Personnel Records
 - bb. Second Reading of Policy GBQ-Criminal Record Check
 - cc. Second Reading of Policy GBR-Family and Medical Leave
 - dd. Second Reading of Policy GCBP-Professional Staff Supplemental Contracts
 - ee. Second Reading of Policy GCBP-Professional Staff Leaves and Absences
 - ff. Second Reading of Policy GCPA-Reduction in Professional Staff Workforce
 - gg. Second Reading of Policy GDBB-Support Staff Pupil Activity Contracts
 - hh. Second Reading of Policy GDBD-Support Staff Leaves of Absence
 - ii. Second Reading of Policy IB-Academic Freedom
 - jj. Second Reading of Policy IF-Curriculum Development
 - kk. Second Reading of Policy IFD-Curriculum Adoption
 - ll. Second Reading of Policy IGBE-Remedial Instruction
 - mm. Second Reading of Policy IGBEA-Reading Skills Assessment & Intervention (NEW)
 - nn. Second Reading of Policy IGBEA-R-Reading Skills Assessment & Intervention (NEW)
 - oo. Second Reading of Policy IGCH-Postsecondary Enrollment Options
 - pp. Second Reading of Policy IGCH-R- Postsecondary Enrollment Options
 - qq. Second Reading of Policy IGDB-Student Publications
 - rr. Second Reading of Policy IGDJ-Interscholastic Athletics
 - ss. Second Reading of Policy IIAA-Textbook Selection & Adoption
 - tt. Second Reading of Policy IIAB-Supplementary Materials Selection & Adoption
 - uu. Second Reading of Policy IIBH-District Websites

- vv. Second Reading of Policy IKE-Promotion & Retention of Students
- ww. Second Reading of Policy IKF-Graduation Requirements
- xx. Second Reading of Policy IKF-R-Graduation Requirements-Ohio Core Opt-Out
- yy. Second Reading of Policy IKF-E-Graduation Requirements-Ohio Core Opt-Out
- zz. Second Reading of Policy IL-Testing Programs
- aaa. Second Reading of Policy IL-R-Testing Programs
- bbb. Second Reading of Policy INB-Teaching about Controversial Issues
- ccc. Second Reading of Policy ING-Animals in the Schools
- ddd. Second Reading of Policy ING-R-Animals in the Schools
- eee. Second Reading of Policy JEB- Entrance Age (Mandatory Kindergarten)
- fff. Second Reading of Policy JEBA-Early Entrance (Kindergarten or Second Grade)
- ggg. Second Reading of Policy JECAA-Admission of Homeless Students
- hhh. Second Reading of Policy JFC-Student Conduct (Zero Tolerance)
- iii. Second Reading of Policy JFG-Interrogations & Searches
- jjj. Second Reading of Policy JHC-Student Health Services & Requirements
- kkk. Second Reading of Policy JHCB-Immunizations
- lll. Second Reading of Policy JHCC-Communicable Diseases
- mmm. Second Reading of Policy JN-Student Fees, Fines & Charges
- nnn. Second Reading of Policy LEC-Postsecondary Enrollment Options
- ooo. Second Reading of Policy LEC-R-Postsecondary Enrollment Options

4. Resolution to Approve Policy Revisions & Adoptions

Exhibit G-4

*Hearing of Public (15 Minutes)

H. Board Items

I. 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 _____

J. 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 RECOGNIZE WESTLAKE HIGH SCHOOL STUDENTS ATHLETES

RESOLVED that the following Westlake High School students are recognized and congratulated for their athletic achievements for the 2012-2013 school year:

<p><u>Senior Lauren Golick - Tennis</u></p> <p>Singles State Champion SWC MVP- Three Years SWC Team Championship Plain Dealer Player of the Year – Two Years Winner of the OHSAA Sportsmanship Award-2011</p>
<p><u>Senior Nick Wertman –Soccer</u></p> <p>SWC Player of the Year SWC Scholar-Athlete 1st Team Greater Cleveland Coaches Association SWC Team Championship Second Team All-State Plain Dealer Player of the Year</p>
<p><u>Senior Logan Paul – Football</u></p> <p>SWC Player of the Year SWC Scholar Athlete SWC Team Championship SWC MVP Team MVP Nominated - Academic All-Ohio Selected for the pool to be in the North-South All Star Game Special Mention All-State</p>
<p><u>Senior Shawn Turk-Football</u></p> <p>3rd Team All-State First Team All SWC Nominated for Academic All-Ohio</p>

Motion by: _____

Seconded by: _____

Roll Call Vote: _____

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO RECOGNIZE FALL SWC COACHES OF THE YEAR

RESOLVED that the following Westlake High School Varsity Coaches are recognized and congratulated for being named the SWC Coach of the Year for the 2012-2013:

Fall SWC Coaches of the Year

Ralph Dunbar – Lady Demons Tennis

Scott Jones – Lady Demons Soccer

Mark Campo – Demons Football

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 Then and Now Certificate for the following purchase order:

PO No.	Vendor	Description	Amount
90400	Geo-Sci Incorporated	Analysis of Request for Proposal for Geo-Technical – New Middle School (September 2012)	\$30,000.00
		Analysis of Request for Proposal for Geo-Technical – New High School (September 2012)	\$20,000.00
90684	Belfor USA Group	Restoration cost for water damage at LBMS	\$60,088.35
90693	Bricker & Eckler	Building construction legal services	\$20,000.00

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:

From	To	Amount
Project Link (011-9111)	General Fund (001)	\$2,000.00

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

RESOLUTION TO ADJUST FY13 APPROPRIATIONS

RESOLVED that the Westlake Board of Education adjusts the following FY13 appropriations:

GENERAL FUND			
Account	From	To	Difference
001-1100-100			
Instructional-Salaries	\$17,393,578.66	\$17,370,571.26	(\$23,007.40)
001-1100 400			
Instructional-Purchased Services	\$108,860.22	\$108,861.51	\$1.29
001-1100-500			
Instructional-Supplies	\$609,105.09	\$597,304.64	(\$11,800.45)
001-1100-600			
Instructional-Equipment	\$165,511.11	\$167,300.00	\$1,788.89
001-1200-400			
Special Education-Purchased Services	\$58,903.30	\$147,054.96	\$88,151.66
001-1200-500			
Special Education-Supplies	\$18,799.30	\$18,106.94	(\$692.36)
001-1200-800			
Special Education-Miscellaneous	\$3,000.00	\$3,244.00	\$244.00
001-1300-500			
General Vocational-Supplies	\$2,360.26	\$2,410.52	\$50.26
001-2100-400			
General Support-Purchased Services	\$686,513.38	\$624,885.08	(\$61,628.30)
001-2100-500			
General Support-Supplies	\$35,188.41	\$33,503.31	(\$1,685.10)
001-2200-400			
General Support Services-Purch. Services	\$283,522.38	\$285,351.99	\$1,829.61
001-2200-500			
General Support Services-Purch. Services	\$117,791.45	\$119,066.65	\$1,275.20

EXHIBIT D-2-c
(Continued)

001-2400-400			
Admin-Purchased Services	\$326,058.61	\$329,056.18	\$2,997.57
001-2400-500			
Admin-Supplies	\$49,905.86	\$51,271.00	\$1,365.14
001-2400-600			
Admin-Equipment	\$4,237.90	\$4,547.89	\$309.99
001-2600-500			
Business-Supplies	(\$330.60)	(\$393.39)	(\$62.79)
001-2700-400			
Maintenance-Purchased Services	\$1,480,361.51	\$1,485,687.51	\$5,326.00
001-2700-600			
Maintenance-Equipment	\$30,930.21	\$30,993.00	\$62.79
001-3200-400			
IB-Out of District Travel	\$0.00	\$800.00	\$800.00
001-7200-900			
Transfers	\$356,670.58	\$351,344.58	(\$5,326.00)
Total	\$21,730,967.63	\$21,730,967.63	\$0.00
BOND RETIREMENT			
Account	From	To	Difference
002-2500-800-9002			
Auditor & Treasurer Fees	\$50,215.02	\$52,615.02	\$2,400.00
002-6100-810-9002			
Debt Redemption	\$0.00	\$4,315,000.00	\$4,315,000.00
002-6100-820-9002			
Debt Interest	\$6,263,261.98	\$4,937,123.00	(\$1,326,138.98)
Total	\$6,263,261.98	\$9,252,123.00	\$2,988,861.02
BUILDING FUND			
Account	From	To	Difference
004-5500-400-9007			
TE Building Construction-Purch. Services	\$314,901.95	\$454,685.98	\$139,784.03

EXHIBIT D-2-c
(Continued)

004-5500-600-9007			
TE Building Construction-Miscellaneous	\$10,235,098.05	\$10,095,314.02	(\$139,784.03)
Total	\$10,550,000.00	\$10,550,000.00	\$0.00
FOOD SERVICE CATERING			
Account	From	To	Difference
006-3100-100-9601			
Catering-Wages	\$1,200.00	\$1,160.00	(\$40.00)
006-3100-600-9601			
Catering-Equipment	\$4,000.00	\$4,040.00	\$40.00
Total	\$5,200.00	\$5,200.00	\$0.00
FELICIA LAMARCHE			
Account	From	To	Difference
007-1100-500-9740			
Supplies	\$0.00	\$125.00	\$125.00
011-4600-400-9110			
Donations	\$3,000.00	\$2,875.00	(\$125.00)
Total	\$3,000.00	\$3,000.00	\$0.00
IN-SERVICE			
Account	From	To	Difference
018-2900-500-9726			
Board Contribution Fund-Supplies	\$0.00	\$1,110.00	\$1,110.00
018-4600-600-9751			
Bassett-Equipment	\$1,000.00	\$10,038.51	\$9,038.51
018-4600-500-9765			
WHS-Music Fees	\$7,000.00	\$7,265.15	\$265.15
Total	\$8,000.00	\$17,303.66	\$9,303.66
EARLY CHILDHOOD SPEC ED FY12			
Account	From	To	Difference
587-1200-500-9012			
Instruction Supplies & Materials	\$63.02	\$0.00	(\$63.02)
587-1200-600-9012			
Instruction Equipment	\$500.00	\$0.00	(\$500.00)

EXHIBIT D-2-c
(Continued)

587-2100-100-9012			
Support Services Salaries & Wages	\$0.00	\$1,108.73	\$1,108.73
587-2200-400-9012			
Prof Development Purchased Services	<u>\$545.71</u>	<u>\$0.00</u>	<u>(\$545.71)</u>
Total	\$1,108.73	\$1,108.73	\$0.00
EARLY CHILDHOOD SPEC ED FY13			
Account	From	To	Difference
587-1200-500-9013			
Instruction Supplies & Materials	\$868.63	\$1,477.36	\$608.73
587-1200-600-9013			
Instruction Equipment	\$500.00	\$700.00	\$200.00
587-2100-100-9013			
Support Services Salaries & Wages	\$15,750.00	\$14,641.27	(\$1,108.73)
587-2200-400-9013			
Prof Development Purchased Services	<u>\$1,600.00</u>	<u>\$1,900.00</u>	<u>\$300.00</u>
Total	\$18,718.63	\$18,718.63	\$0.00

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPOINT MEMBERS TO THE CITIZENS ADVISORY COMMITTEE

RESOLVED that the Westlake Board of Education approves the appointment of the following new members of the Citizens Advisory Committee:

Laurie Gettings	Core Member
Carrie Tate	Research Associate
Ameesh Shah	Student Representative

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 accept with gratitude the following donations and in so doing hereby acknowledges the positive and supportive activities of those listed:

Jet's Pizza Mr. Mike Vlasek, Owner 25947 Detroit Road Westlake, OH 44145	Donated six pizzas for the Project Link Thanksgiving party at Holly Lane Elementary School.
Paul and Linda Schwin 23128 Roberts Run Bay Village, OH 44140	Donated a wheelchair to Westlake High School to provide assistance when needed getting visitors to the PAC for special events.
Super Skills Basketball LLC 4466 Brooks Road Cleveland, OH 44105	Donated \$20.00 to the TechMates Club at Westlake High School to purchase plotter paper.
Brawner Agency, LLC Mr. Greg Brawner 27211 Wolf Road Bay Village, OH 44140	Donated laptops, monitors, port replicators, keyboards and mice to the Math Department at Westlake High School.
Heather and Greg Hargett 4565 Prestwick Crossing Westlake, Ohio 44145	Donated a wooden bench painted by Dover Elementary students for visitor use in the hallway.
Anonymous	Donated \$500.00 to the Academic Challenge Team at Westlake High School to register for academic tournaments for varsity and junior varsity competitions and to purchase academic materials for practices.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

**RESOLUTION TO APPROVE RESIGNATIONS, FMLA
AND EMPLOYMENT FOR STAFF MEMBERS**

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

<u>Resignations</u>		<u>FMLA</u>				
Donna Winter-LBMS Kitchen	11/16/2012	Duane Denn	10/22/2012			
Laura Desmond-WHS Office	01/04/2013	John Heiman	11/13/2012			
		Michael Newman	12/03/2012			
		Angela Baker	12/07/2012			
		Amanda Caunter	12/10/2012			
<u>Classified Employment</u>						
<u>Name</u>	<u>Building/Position</u>	<u>Hours</u>	<u>Days</u>	<u>Months</u>	<u>Step</u>	<u>Effective</u>
Glen Hass	WHS Cleaner-3 rd Shift	8.00	5	12	0	11/20/2012
Coleen Maglio	Dover Spec. Ed. Assistant	From 5.5 to 6.5 Hrs/Day			0	11/26/2012
Janice Kmitt	Dover Spec. Ed. Assistant	5.50	5	9	7	12/05/2012
Diane Kvasnicka	Bassett Teacher Assistant	6.25	5	9	12	12/17/2012
Tamera James	LBMS Kitchen Helper	3.50	5	9	2	12/10/2012
Kyle Romansky	WHS Spec. Ed. Assistant	6.50	5	9	0	12/17/2012
<u>Certified Employment</u>						
<u>Name</u>	<u>Building/Position</u>	<u>Amended Contract</u>				
	None					

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

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 for the 2012-2013 school year:

<u>Classified Substitute Resignations</u> None	<u>Certified Substitute Resignations</u> None
<u>Classified Substitutes</u> Monica Arora Carla Conrad Kaja Jensen Paula Kneisly Emily Stephenson Valleri Woosley Michelle Yehlik	<u>Certified Substitutes</u> Anthony Collette Camuel Cross Sharon Flaherty Rebman Kimberly Lane Dolores Romano

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

RESOLUTION TO APPROVE SUPPLEMENTAL CONTRACT
RESIGNATIONS & 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>		
	None		
<u>Supplemental Employment</u>			
<u>Name</u>	<u>Position</u>	<u>In-District</u>	<u>Step</u>
Cameron Bryant	LBMS 7 th Grade Boys' Non-Conference Basketball Coach	N	0
Jay Valedéz	LBMS 8 th Grade Boys' Conference Basketball Coach	N	3
Chris Milano	LBMS 8 th Grade Non-Conference Basketball Coach	Y	9
Mike Thoms	LBMS Head Softball Coach	Y	0

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>
Claire Bookman	19	MA+20	MA+30	12/01/2012
Chelsea Diso	5	MA+10	MA+20	12/01/2012
Judy Dubil	11	MA+10	MA+20	12/01/2012
Paul Hammond	19	MA+20	MA+30	12/01/2012
Gregory Jones	14	MA+10	MA+20	12/01/2012
Brandi Mattingly	3	MA+10	MA+20	12/10/2012
Megan Morris	6	MA+20	MA+30	12/01/2012
Amal Mustafa	5	MA+20	MA+30	12/01/2012
Cara Santora	7	MA	MA+10	12/01/2012

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

**RESOLUTION TO APPROVE THE EMPLOYMENT OF PROJECT LINK PERSONNEL
FOR AFTERSCHOOL PROGRAMS**

RESOLVED that the Westlake Board of Education approve the employment of the following Project Link Community Education personnel effective 01/07/2013. All costs are paid for through registration fees.

Nancy English Rate: \$25.31/Hour	Elementary & Intermediate Cheer Instructor Not to Exceed 30 Hours
Hannah Lozada Rate: \$25.31/Hour	Elementary & Intermediate Cheer Instructor Not to Exceed 30 Hours
Jeanne Bishop Rate: \$25.31/Hour	Afterschool Astronomy Instructor Not to Exceed 30 Hours

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO RESCIND RESOLUTION TO APPROVE STIPENDS
FOR PROFESSIONAL DEVELOPMENT
(RESOLUTION #12-376)

RESOLVED that the Westlake Board of Education rescinds Resolution #12-376 to approve stipends at the negotiated rate for the following staff members for Professional Development, to be paid from the Adult Basic Literacy Education (A.B.L.E.) Program.

<u>2012-2013 School Year</u>	
Donna Hinson	Not to exceed 10 hours
Julie Wagner	Not to exceed 25 hours
Cheryl Williams	Not to exceed 9.5 hours

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE STIPENDS FOR PROFESSIONAL DEVELOPMENT

RESOLVED that the Westlake Board of Education approves stipends at the negotiated rate for the following staff members for Professional Development, to be paid from the Adult Basic Literacy Education (A.B.L.E.) Program.

<u>2012-2013 School Year</u>	
Donna Hinson	Not to exceed 10 hours
Julie Wagner	Not to exceed 25 hours
Cheryl Williams	Not to exceed 9.5 hours

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE GAME PERSONNEL RATES
FOR OHSAA FOOTBALL PLAYOFF GAME

RESOLVED that the Westlake Board of Education approves the following rates for game personnel and officials for the home OHSAA Playoff game on November 2, 2012 according to OHSAA regulations. All costs paid from OHSAA playoff gate receipts.

Site Manager	\$250.00
Media Coordinator	\$140.00
Ticket Manager	\$100.00
Athletic Trainer	\$100.00
Gate Supervisor	\$40.00
Sideline Chain Personnel	\$30.00
Spotter/Statistics	\$30.00
Pass/Media Gate	\$30.00
Ticket Seller	\$30.00
Team Escort	\$30.00
Ticket Taker	\$30.00
Scoreboard Operator	\$30.00
Announcer	\$30.00

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>
Karen Schmidt	11/16/2012	32 Hours
Kate O’Leary	12/07/2012	40 Hours
Stefanie Xenos	12/03/2012	26 Hours
Debbie Whitman	12/01/2012	115 Hours

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE INCREASE IN
SUBSTITUTE PAY RATES FOR SUPPORT STAFF

RESOLVED that the Westlake Board of Education approves the following increase in substitute pay rates for support staff effective January 1, 2013 to meet the requirements of Ohio Revised Code 2012 Minimum Wage:

<u>Rate Increase</u>
From \$7.70 to \$7.85/Hour
<u>Positions</u>
Lunchroom Substitute
Teacher Assistant Substitute
Special Education Assistant Substitute
Elementary Assistant Substitute
Attendant Substitute
Supervisory Assistant Substitute
Playground Assistant Substitute
Clerical Assistant Substitute
Custodial Substitute
Student Workers

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

Cleveland Clinic Center for Autism

Berlitz

Head Start Interagency Agreement

Geauga County ESC – Carrington Youth Academy

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE FIELD TRIPS

RESOLVED that the Westlake Board of Education approves the following field trips:

Westlake High School Latin Club

Ohio Junior Classical League Convention

Columbus, Ohio – Ramada Plaza Hotel

Friday 12:00 PM-Sunday 5:00 PM, 03/08/2013 - 03/10/2013

Approximate Cost Per Pupil: \$225.00*

*All Costs Paid by Student Fees

Lee Burneson Middle School

Washington, D.C. Trip – 8th Grade

Wednesday-Sunday, 05/22/2013 - 05/24/2013

Approximate Cost Per Pupil: \$430.00*

*All Costs Paid by Student Fees

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE THE WESTLAKE HIGH SCHOOL
PROGRAM OF STUDIES FOR 2013-2014

RESOLVED that the Westlake Board of Education approves the Westlake High School Program of Studies for the 2013-2014 school year.

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 public posting of the following previously approved Construction Change Orders; authorized by Board Resolution #10-222 on June 28, 2010.

<u>Change Order #</u>	<u>Site</u>	<u>Contractor</u>	<u>Amount</u>	<u>Description</u>
087	HS	Enertech Electrical	\$4,019.41	Technology and power modifications in Reading Room/Computer Lab
062	MS	Great Lakes Crushing	\$2,054.25	Playground Modifications
074	MS	Perram	\$304.50	Modify church entrance drive traffic sensor loop
075	MS	Lake Erie Electric	(\$21,061.81)	Revise location of lighting relay panels
076	MS	Lake Erie Electric	\$813.51	Provide replacement site lighting pole
077	MS	Capstone	(\$357.30)	Revise floor finish from VCT to sealed concrete in 5 rooms
016	DIS	Kalkreuth	(\$540.96)	Delete demolition of skylight
017	DIS	Astar	\$4,064.27	Repair water leaks at exterior windows at roof line

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

**RESOLUTION TO ACCEPT BIDS AND AWARD CONTRACTS
FOR WESTLAKE CITY SCHOOLS – TECHNOLOGY**

WCS 02: Technology						
<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Alternate #2</u>	<u>Alternate #3</u>	<u>Alternate #7</u>	<u>Total Award</u>
		MS Vocal Music Sound System	HS Vocal Music Sound System	MS Large Projector w/Cart & DVD Player	MS Wireless GPS Clocks	
Zenith Systems LLC	\$1,595,000.00	\$14,210.00	\$14,391.00	\$5,414.00	\$4,312.00	\$1,633,327.00
Lake Erie Technology	\$1,700,179.00					
South East Security	\$1,874,000.00					

WHEREAS, bids were received on December 6, 2012 for the WCS 02: Technology contract for the new middle school and high school projects, and the apparent low bid was submitted by Zenith Systems LLC in the base bid amount of \$1,595,000.00, and

WHEREAS, the Construction Manager, together with the Architect, 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 recommend that the contract for the WCS 02: Technology be awarded to Zenith Systems LLC in the amount of \$1,595,000.00; and Alternates #1, #2, #3, and #7, for a total award of \$1,633,327.00.

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 Construction Manager, made with the concurrence of the Architect, the Board awards WCS 02: Technology contract to Zenith Systems, LLC, 5069 Corbin Drive, Bedford Heights, Ohio 44128, in the amount of \$1,595,000.00 as the lowest responsible 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 Construction Manager to prepare the contract and to proceed with the signing of the contract for the work.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO ACCEPT BIDS AND AWARD CONTRACTS
FOR WESTLAKE CITY SCHOOLS – CLASSROOM FURNITURE

<u>WCS 03 Package A: Classroom Furniture</u>	
<u>Contractor</u>	<u>Base Bid</u>
McNerny & Son	\$287,782.54
Martin	\$330,007.59

WHEREAS, bids were received on December 6, 2012 for the WCS 03 Package A: Classroom Furniture contract for the new middle school and high school projects, and the apparent low bid was submitted by McNerny & Son in the base bid amount of \$287,782.54, and

WHEREAS, the Construction Manager, together with the Architect, 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 recommend that the contract for the WCS 03 Package A: Classroom Furniture be awarded to McNerny & Son in the amount of \$287,782.54;

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 Construction Manager, made with the concurrence of the Architect, the Board awards the WCS 03 Package A: Classroom Furniture contract to McNerny & Son, 6966 McEnerney Road, Northwood, Ohio 43619 in the amount of \$287,782.54 as the lowest responsible 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 Construction Manager to prepare the contract and to proceed with the signing of the contract for the work.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO ACCEPT BIDS AND AWARD CONTRACTS
FOR WESTLAKE CITY SCHOOLS – ADMINISTRATIVE FURNITURE

<u>WCS 04 Package B: Administrative Furniture</u>	
<u>Contractor</u>	<u>Base Bid</u>
Continental Office Environments	\$303,973.22
Sexton	\$322,152.95
McNearny & Son	\$337,551.91

WHEREAS, bids were received on December 6, 2012 for the WCS 04 Package B: Administrative Furniture contract for the new middle school and high school projects, and the apparent low bid was submitted by Continental Office Environments in the base bid amount of \$303,973.22, and

WHEREAS, the Construction Manager, together with the Architect, 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 recommend that the contract for the WCS 04 Package B: Administrative Furniture be awarded to Continental Office Environments in the amount of \$303,973.22;

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 Construction Manager, made with the concurrence of the Architect, the Board awards the WCS 04 Package B: Administrative Furniture contract to Continental Office Environments, 2601 Silver Drive, Columbus, Ohio 43211 in the amount of \$303,973.22 as the lowest responsible 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 Construction Manager to prepare the contract and to proceed with the signing of the contract for the work.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO ACCEPT BIDS AND AWARD CONTRACTS
FOR WESTLAKE CITY SCHOOLS – MUSIC FURNITURE

<u>WCS 05 Package C: Music Furniture</u>	
<u>Contractor</u>	<u>Base Bid</u>
Continental Office Environments	\$37,506.41
Sexton	\$39,293.83
School Specialties	\$45,037.00
McNearny & Son	\$46,437.78

WHEREAS, bids were received on December 6, 2012 for the WCS 05 Package C: Music Furniture contract for the new middle school and high school projects, and the apparent low bid was submitted by Continental Office Environments in the base bid amount of \$37,506.41, and

WHEREAS, the Construction Manager, together with the Architect, 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 recommend that the contract for the WCS 05 Package C: Music Furniture be awarded to Continental Office Environments in the amount of \$37,506.41;

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 Construction Manager, made with the concurrence of the Architect, the Board awards the WCS 05 Package C: Music Furniture contract to Continental Office Environments, 2601 Silver Drive, Columbus, Ohio 43211 in the amount of \$37,506.41 as the lowest responsible 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 Construction Manager to prepare the contract and to proceed with the signing of the contract for the work.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO ACCEPT BIDS AND AWARD CONTRACTS
FOR WESTLAKE CITY SCHOOLS – MISCELLANEOUS ACADEMIC FURNITURE

<u>WCS 06 Package D: Misc. Academic Furniture</u>	
<u>Contractor</u>	<u>Base Bid</u>
Continental Office Environments	\$306,017.45
School Specialties	\$348,292.00

WHEREAS, bids were received on December 6, 2012 for the WCS 06 Package D: Misc. Academic Furniture contract for the new middle school and high school projects, and the apparent low bid was submitted by Continental Office Environments in the base bid amount of \$306,017.45, and

WHEREAS, the Construction Manager, together with the Architect, 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 recommend that the contract for the WCS 06 Package D: Misc. Academic Furniture be awarded to Continental Office Environments in the amount of \$306,017.45;

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 Construction Manager, made with the concurrence of the Architect, the Board awards the WCS 06 Package D: Misc. Academic Furniture contract to Continental Office Environments, 2601 Silver Drive, Columbus, Ohio 43211 in the amount of \$306,017.45 as the lowest responsible 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 Construction Manager to prepare the contract and to proceed with the signing of the contract for the work.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO ACCEPT BIDS AND AWARD CONTRACTS
FOR WESTLAKE CITY SCHOOLS – MEDIA CENTER FURNITURE

<u>WCS 07 Package E: Media Center Furniture</u>	
<u>Contractor</u>	<u>Base Bid</u>
Zimmerman School Equipment	\$148,923.71
Farnum	\$189,200.00
School Specialties	\$209,112.00
Continental	\$224,244.14
Library Design	\$227,400.00

WHEREAS, bids were received on December 6, 2012 for the WCS 07 Package E: Media Center Furniture contract for the new middle school and high school projects, and the apparent low bid was submitted by Zimmerman School Equipment in the base bid amount of \$148,923.71, and

WHEREAS, the Construction Manager, together with the Architect, 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 recommend that the contract for the WCS 07 Package E: Media Center Furniture be awarded to Zimmerman School Equipment in the amount of \$148,923.71;

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 Construction Manager, made with the concurrence of the Architect, the Board awards the WCS 07 Package E: Media Center Furniture contract to Zimmerman School Equipment, P. O. Box 209, Blacklick, Ohio 43004 in the amount of \$148,923.71 as the lowest responsible 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 Construction Manager to prepare the contract and to proceed with the signing of the contract for the work.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

NOMINATION AND ELECTION OF OFFICER
(ORC 3313.14)

I, Mark Pepera, Treasurer, called for nominations for President Pro Tem.

_____ placed the name of _____ in nomination.

_____ placed the name of _____ in nomination.

WHEREAS, the Board voted on the first nominee for the position of President Pro Tem of the Board of Education with the following results:

Nate Cross	Aye	No	Abstain
Tony Falcone	Aye	No	Abstain
Barb Leszynski	Aye	No	Abstain
Thomas Mays	Aye	No	Abstain
Carol Winter	Aye	No	Abstain

WHEREAS, the Board voted on the second nominee for the position of President Pro Tem of the Board of Education with the following results:

Nate Cross	Aye	No	Abstain
Tony Falcone	Aye	No	Abstain
Barb Leszynski	Aye	No	Abstain
Tom Mays	Aye	No	Abstain
Carol Winter	Aye	No	Abstain

NOW, THEREFORE, BE IT RESOLVED under the provisions of Ohio Revised Code 3313.14, the Board member herein named received the majority of AYE votes cast by the Board and is hereby declared President Pro Tem of the Board of Education:

President Pro Tem: _____

RESOLUTION TO ADOPT BOARD OF EDUCATION POLICIES

RESOLVED that the Westlake Board of Education adopts the following Board of Education Policies:

AC-Nondiscrimination ADA-Educational Philosophy BCCC-Treasurer/CFO's Contract BDDF-E-Voting Method CBC-Superintendent's Contract DJF-Purchasing Procedures DN-School Properties Disposal Procedure EBBC-Blood Borne Pathogens EBC-Emergency/Safety Plans EBC-R-Emergency/Safety Plans EBCD-Emergency Closings EBCD-R-Emergency Closings EBCE-Reporting Safety and Fraud Violations EBCE-R- Reporting Safety and Fraud Violations EBCE-E-1 - Reporting Safety & Fraud Violations EBCE-E-2 - Reporting Safety & Fraud Violations ECG-Integrated Pest Management ECG-R-1-Integrated Pest Management ECG-R-2-Integrated Pest Management EFF-Food Sale Standards EGAAA-Copyright EGAAA-E-Copyright FL-Retirement of Facilities GBA-Equal Opportunity Employment GBCB-Staff Conduct GBE-Staff Health & Safety GBL-Personnel Records GBQ-Criminal Record Check GBR-Family and Medical Leave GCBP-Professional Staff Supplemental Contracts GCBP-Professional Staff Leaves and Absences GCPA-Reduction in Professional Staff Workforce GDBB-Support Staff Pupil Activity Contracts GDBD-Support Staff Leaves of Absence	IB-Academic Freedom IF-Curriculum Development IFD-Curriculum Adoption IGBE-Remedial Instruction IGBEA-Reading Skills Assessment & Intervention IGBEA-R-Reading Skills Assessment & Intervention IGCH-Postsecondary Enrollment Options IGCH-R- Postsecondary Enrollment Options IGDB-Student Publications IGDJ-Interscholastic Athletics IIAA-Textbook Selection & Adoption IIAB-Supplementary Materials Selection & Adoption IIBH-District Websites IKE-Promotion & Retention of Students IKF-Graduation Requirements IKF-R-Graduation Requirements-Ohio Core Opt-Out IKF-E-Graduation Requirements-Ohio Core Opt-Out IL-Testing Programs IL-R-Testing Programs INB-Teaching about Controversial Issues ING-Animals in the Schools ING-R-Animals in the Schools JEB- Entrance Age (Mandatory Kindergarten) JEBA-Early Entrance (Kindergarten or Second Grade) JECAA-Admission of Homeless Students JFC-Student Conduct (Zero Tolerance) JFG-Interrogations & Searches JHC-Student Health Services & Requirements JHCB-Immunizations JHCC-Communicable Diseases JN-Student Fees, Fines & Charges LEC-Postsecondary Enrollment Options LEC-R-Postsecondary Enrollment Options
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Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____