



Westlake Board of Education

Board Notes from Monday, 6, 2014, Organizational & Special Meetings

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.

We Educate for Excellence ... Empowering all students to achieve their educational goals, to direct their lives, and to contribute to society.

SWEARING IN OF NEW BOARD MEMBERS

1. Oath of office administered to John Finucane and Barbara Leszynski

ELECTION OF OFFICERS

1. Carol Winter elected as Board President for 2014
2. Tony Falcone elected Board Vice President for 2014

BOARD ORGANIZATIONAL MATTERS

1. Adopted Board meeting calendar for 2014 (all meetings at 5:30pm at Administrative Building, unless otherwise noted)
 - a. Jan. 15 (Wednesday) – work session
 - b. Jan. 27 – regular meeting
 - c. Feb. 3 – work session
 - d. Feb. 24 – regular meeting
 - e. March 3 – work session
 - f. March 14 (Friday) – regular meeting @ 3pm @ WHS
 - g. April 14 – work session @ LBMS
 - h. April 28 – regular meeting

- i. May 12 – regular meeting @ Parkside
 - j. June 7 (Saturday) – special meeting @ 9am @ Cleveland State-Wolstein Center
 - k. June 9 – work session @ Bassett Elementary
 - l. June 30 – regular meeting
 - m. July 14 – regular meeting
 - n. Aug. 11 – work session
 - o. Aug. 25 – regular meeting
 - p. Sept. 8 – work session
 - q. Sept. 29 – regular meeting @ Dover
 - r. Oct. 13 – work session
 - s. Oct. 27 – regular meeting @ Holly Lane
 - t. Nov. 17 – regular meeting @ Hilliard
 - u. Dec. 15 – regular meeting
2. Approved purchase of liability insurance for each Board member
 3. Established a Board Service Fund for 2014
 4. Appointed Barb Leszynski as OSBA legislative liaison and student achievement liaison
 5. Appointed Tony Falcone & Barb Leszynski to policy subcommittee
 6. Appointed Tom Mays & John Finucane to finance/audit subcommittee
 7. Appointed Tony Falcone to tax incentive review council
 8. Approved bond of Board of Education members, superintendent, director of business affairs
 9. Approved purchase of liability insurance for treasurer, administrative staff, volunteers, superintendent, teaching staff and support staff
 10. Authorized treasurer to secure advances from the auditor
 11. Authorized transfer of funds
 12. Approved standing authorizations
 13. Approved Board members, superintendent and treasurer to attend appropriate seminars and conferences
 14. Appointed school attorneys
 - a. Bricker & Eckler
 - b. Brindza, McIntyre & Seed LLP
 - c. Chester L. Sumpter & Assoc. LLC
 - d. Kadish, Hinkel & Weibel
 - e. Pepple & Waggoner
 - f. Squire, Sanders & Dempsey
 - g. Walter Haverfield LLP
 - h. Ulmer & Berne
 15. Approved Board of Education membership in OSBA, OSBA legal assistance Fund, Greater Cleveland School Boards Association, The Alliance and Westlake Chamber of Commerce
 16. Appointed superintendent as purchasing agent/authority
 17. Appointed superintendent as prevailing wage coordinator, asbestos coordinator, ADA compliance officer, safety coordinator and records retention officer

18. Appointed superintendent as Title IX hearing officer, nondiscrimination hearing officer, sexual harassment hearing officer, suspension hearing officer, expulsion hearing officer

19. Reaffirmed district Vision and Mission statements

20. Reaffirmed Board of Education Belief Statements

- a. Leadership in Education is not about our district being number one, it is about striving to make our students number one. We must develop their skills, we must harness our resources, from the outside as well as inside. We must employ the best and brightest and focus on taking care of students. The rest flows from that point forward.
- b. We believe that the Westlake City School District is a superior performing student-focused district.
- c. Our primary responsibility is to insure that every student is challenged to excel and to achieve at his or her maximum potential.
- d. The support of the community is critical to our district's success and will be earned through effective, open, and honest communication and demonstrated results.
- e. We have an obligation to preserve the community's assets and to provide a safe, well-maintained environment for learning.
- f. The administration, staff and Board are partners in the entire educational process for our students and are responsible for removing those barriers, which could impact upon the achievement of our students.
- g. The administration, staff and Board have a responsibility to work collaboratively in a climate of mutual respect, focusing on student achievement.
- h. Extracurricular and co-curricular programs and activities are an integral part of the educational process and can significantly contribute positively to the character of our students while bringing significant recognition, pride and support from the community.

21. Reaffirmed framework for board operations

- a. This Board's first and foremost responsibility is to be the trustee for the education of our students, within the financial parameters determined by our taxpayers.
- b. This Board delegates the responsibility of the daily management of the district to the superintendent and the treasurer in accordance with the Ohio Revised Code.
- c. This board, the superintendent and the treasurer will work together as a team for the betterment of the students, district and entire community.
- d. This Board is a single unit with five contributing members.
- e. The strength of this Board is in the diversity of its members.
- f. Members of this Board vote individually but act as one as determined by the majority of the Board, including providing support for the decisions made.
- g. The president of this Board acts as the spokesperson for this Board.
- h. Members of this Board must realize that we cannot be all things to all people
- i. This Board believes that all people should be treated with dignity and respect.

22. Reaffirmed board/superintendent/treasurer-CFO essential agreements. Team members will:

- a. Interact together in good faith and share information in order to promote understanding and avoid surprise among the members of the team.

- b. Allow reasonable time for other team members to review and discuss information and data before a decision is to be made.
- c. Encourage and enhance orderly and meaningful public discussion by reading pre-meeting materials and asking questions prior to the meeting if items are not understood or if clarity is needed.
- d. Be prepared to discuss matters and make decisions in a timely manner when data and information have been provided.
- e. Demonstrate professionalism and civility at all times through respectful interactions with all team members.
- f. Keep an open mind and focus on resolving issues.
- g. Articulate how decisions or suggestions impact both academic excellence and fiscal responsibility.
- h. Encourage opportunities for questions and meaningful dialogue among team members before final decisions are reached.
- i. Consider and discuss different points of view before a final decision is made.
- j. Set collective goals, evaluate the team's performance and be open to ongoing learning about leading practices in governance and team-based leaderships.

23. Appointed superintendent for Board of Education public records training

Meeting adjourned.

SPECIAL MEETING

HEARING OF THE PUBLIC

- 1. Lynda Appel: Wanted to formally welcome Mr. Finucane and congratulate Mrs. Leszynski. As a newly elected council member I am looking forward to opportunities to collaborate with the city and the schools for the betterment of all.

TREASURER'S ITEMS

- 1. Tabled approval of 2014-2015 tax budget to Jan. 15 meeting.

CAC

- 1. Appointed Joseph Kraft to Citizens Advisory Committee

SPECIAL RECOGNITION

- 1. Recognized Thomas Mays for service as Board President, 2011-2013
 - a. Carol Winter: public education has never been without controversy and challenge. We continue to face some challenges, and it's important that people in leadership on the Board understand that. Appreciate your ability to help us work together, even through all the challenges we faced.

- b. Tony Falcone: leadership and wisdom you've given to the district has been invaluable. Coming in as a new board member two years ago, it was comforting you were here to help me understand the intricacies.
- c. Barb Leszynski: you made it easy for new members. I appreciate the encouragement.
- d. Dr. Keenan: in my 7 years I've had four board presidents. When I work with the board, it's difficult because it's 5 people who are very busy. To communicate with everyone, it's helpful when a board president can help get information in and out. Tom's been an effective communicator. I spend a lot more time on the phone with the board president. Tom has always been available. When you are up here, there is going to be a lot of emotion because our work centers around people's children, to have someone in the seat with poise to understand that there needs to be a balance between some venting, but guiding the conversation through tough situations is appreciated. Thank you Tom.
- e. Mark Pepera: fitting this resolution talks about your dedication to this district. You've made my job easier by providing direction. You've made those tough decisions, taking in comments from tough constituencies, bringing people together. You are very well respected in the community and appreciate your service and leadership.
- f. Tom Mays: you usually don't get this until you are leaving the board. It has been my pleasure to serve as president for the past 3 years. You guys make it easy on the president. I couldn't have done any of that without Beth allowing me to do that. There were times we were on the phone multiple times a day. You can't do that unless you have someone at home to support you. Most of the time you just want to lead the meeting in an orderly fashion. That wasn't always possible. I'm so looking forward to being 1 of 5. This wasn't expected but much appreciated.

NEW BUSINESS – all items tabled until Jan. 15 meeting

- 1. Staff recommendations
 - a. Resignation for purpose of retirement: Karen Ormsby & Jacqueline Hollis
 - b. Certified home instruction by Kayleigh O'Neill
 - c. Supplemental employment of Brian Stepanek and Matt Scheel
- 2. Latin Club field trip to Ohio Junior Classical League Convention
- 3. Amend contractor name on Change Order #294 to Sitetech
- 4. Revise public participation policy for Board of Education meetings

HEARING OF THE PUBLIC

- 1. Amy Havelka: thank Tom for his leadership, conducting meetings professionally. What stands out is your personality. You make everyone at ease at meetings. You are welcoming, jovial and have a good sense of humor. I think that's what makes you stand out, your nature and your personality. Thank you for your years as president, and we're glad to have you staying on as a Board member.

NEXT REGULAR MEETING: The next meeting of the Board is Wednesday, Jan. 15, 2014, at 5:30pm, at the Administration Building for the organizational meeting.

For more detailed information on these items, visit

<http://beta.westlake.k12.oh.us/boe/meetingschedule/default.aspx>