

**WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION MINUTES**

Monday, November 27, 2017 – 6:00 P.M. Regular Board Meeting
Parkside Administration Building, 24525 Hilliard Blvd., Westlake, OH 44145

1. Opening

A. Call to Order: 6:02 P.M.

B. Roll Call

Mrs. Leszynski	Present
Mr. Kraft	Present
Mr. Finucane	Present
Dr. Stoll	Present
Dr. Winter	Present

C. Pledge of Allegiance

D. Acknowledgement of Visitors

E. Approval of Agenda

Motion to Approve Agenda

Moved by Mr. Kraft Seconded by Mr. Finucane

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

F. Hearing of Public (15 Minutes) Agenda Items

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.

2. Approval of Minutes

A. Approval of Minutes

Motion to Approve the following Minutes:

Regular Meeting of October 23, 2017

Voice Vote: 5-0

3. Informative Reports & Recognitions

A. Staff Recognition

	<u>Recipient</u>	<u>Position</u>
Excellence in Teaching	LaVonne Szafranski	DIS - Grade 6 Science
Excellence in Classified Service	Judi Spitzer	Dover Elementary - Teacher Assistant
OASSA Assistant Principal of the Year	Ned Lauver	WHS - Assistant Principal
Inducted into Plum High School Sports Hall of Fame	Tony Cipollone	Athletic Director

B. CAC Report

C. Impact Goup

D. Construction Update – ICON

E. Superintendent's Report

F. Treasurer's Report

4. Treasurer's Recommendations

Resolution 17- 276

A. Resolution to Issue Then and Now Certificates:

RESOLVED that the Westlake Board of Education Authorizes Then and Now Certificates for the following purchase orders:

PO No.	Vendor	Description	Amount
106826	PrimeSource Distribution, LLC	Ice melt	\$4,495.50
106749	Suburban School Transportation	Additional transportation services	\$9,526.00
106751	State Teacher Retirement System	STRS Reimbursement	\$3,835.96
106752	State Teacher Retirement System	STRS Reimbursement	\$4,919.04

Moved by Dr. Winter Seconded by Mr. Kraft

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 277

B. Resolution to Approve Applications for Supplemental Insurance Coverage through Aflac and Related Letters of Understanding and Authorizing Board to Enter into Agreements to Obtain Insurance Benefit Administration Services

WHEREAS, the Board has offered supplemental and voluntary insurance benefits to employees through American Fidelity;

WHEREAS, supplemental insurance is voluntary coverage and is paid for by employees, as the Board will not pay premiums for supplemental insurance coverage;

WHEREAS, the Board desires to utilize the Aflac Group (“Aflac”) as a new provider of supplemental and voluntary insurance benefits for whole life insurance, accident insurance, critical illness insurance and disability income insurance;

WHEREAS, in exchange for offering four (4) lines of Aflac products during the open enrollment period, representatives of Aflac indicated a willingness to pay the cost of the District’s third-party insurance administration needs;

WHEREAS, representatives of Aflac arranged for BenTek, Inc. to provide the employee insurance benefits administration platform and Maestro Health, Inc. to provide the health savings account (“HSA”) and flex savings account (“FSA”) administration;

WHEREAS, representatives of Aflac further represented that it needed signed letters of understanding and applications for the four (4) lines of Aflac products in order to proceed, even though the Board would not be the policyholder;

WHEREAS, the letters of understanding and applications for Aflac products are not intended to serve or function as contractually-binding agreements;

WHEREAS, BenTek, Inc. and Maestro Health, Inc. require contractual agreements with the Board in order to provide the desired insurance administration services;

WHEREAS, the agreements with BenTek, Inc. and Maestro Health, Inc. provide that Aflac will be the party responsible for paying the requisite fees for services;

WHEREAS, representatives of the parties negotiated the material terms of the letters of understanding and related agreements;

WHEREAS, Section 3313.33(B) of the Ohio Revised Code provides, “No contract shall be binding upon any board unless it is made or authorized at a regular or special meeting of such board”;

WHEREAS, the Board is a body politic and corporate, and, as such, capable of contracting and being contracted with pursuant to Section 3313.17 of the Ohio Revised Code;

WHEREAS, the Board wishes to ratify the actions of its Treasurer when signing the insurance applications and letters of understanding for Aflac to proceed; and

WHEREAS, the Board also desires to enter into a contractual agreement with Aflac and BenTek, Inc. and a contractual agreement with Aflac and Maestro Health Inc. for purposes of obtaining insurance administration services at no cost to the Board.

NOW THEREFORE BE IT RESOLVED:

Section 1. Upon recommendation of its administrators, the Board hereby determines that it is in the best interests of the District and the public to approve the attached letters of understanding, insurance applications, and agreements.

Section 2. The Board hereby approves and ratifies the actions of its Treasurer when signing the letters of understanding with Aflac to obtain the services of BenTek Inc. and Maestro Health, Inc., which are attached hereto as ATTACHMENT A and ATTACHMENT B, respectively, and are incorporated herein by reference.

Section 3. The Board hereby approves and ratifies the actions of its Treasurer when signing the Aflac application for whole life insurance and the Aflac application for accident insurance, critical illness insurance and disability income insurance, which are attached hereto as ATTACHMENT C and ATTACHMENT D, respectively, and are incorporated herein by reference.

Section 4. The Board hereby authorizes and agrees to the provisions in the agreements entitled “Bentek Master Software as a Service Agreement for End Users,” “BenTek Master Professional Services Agreement” and “Maestro Master Services Agreement,” which are attached hereto as ATTACHMENT E, ATTACHMENT F and ATTACHMENT G, respectively, and are incorporated herein by reference.

Section 5. Unless there are substantive changes to ATTACHMENTS E, F, and G, the Board hereby enters into the agreements pursuant to the findings above and under the terms and conditions set forth in ATTACHMENTS E, F, and G.

Section 6. The Board President, Superintendent and Treasurer of the Board are authorized and directed to do all things necessary and consistent with this Resolution and to take such actions as are necessary or appropriate to accomplish the intent of this resolution, including executing the necessary documents and agreements.

Section 7. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were in meetings open to the public or in executive session as permitted by Ohio law.

Section 8. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Moved by Dr. Winter Seconded by Mr. Kraft

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

5. Superintendent's Recommendations

Resolution 17- 278

A. Resolution to Accept Gifts and Donations

Resolved that the Westlake City School District Board of Education hereby accepts the following gifts and donations:

84 Lumber Company Maggie Hardy Magerko 1019 Route 519 Eighty Four, PA 15330-2813	Donated \$1,400.00 to the TechMates Club at Westlake High School which will be used for awards for the 21st Annual Student Model Home Design Contest.
Carrie Berkey 2975 N. Bay Dr., Unit 1-5 Westlake, OH 44145	Donated \$50.00 to Westside Connections at Westlake High School.
Antonietta Boccardi 4791 Prestwick Crossings Westlake, OH 44145	Donated \$250.00 to Westside Connections at Westlake High School.
Peter & Sadra Buley 3240 Lockridge St. Ann Arbor, MI 48108	Donated \$50.00 to Westside Connections at Westlake High School.
Celebrate Westlake 36097 Westminister Ave. North Ridgeville, OH 44039	Donated \$2,500.00 to Leadership Challenge at Westlake High School.
Cuyahoga County Board of Developmental Disability Celeste Bajorek M.Ed, M.S.M. Early Intervention and Services Manager William Patrick Day Services Center 2421 Community College Ave. Cleveland, OH 44115	Donated a surplus of preschool equipment including 1 two person swing, 2 easels, 1 small pacer, 1 medium pacer, 5 chairs with arms and 16 chairs to the Westlake Early Childhood Program at Hilliard Elementary School.
Mary Duffy 13079 Durkee Road Grafton, OH 44044	Donated \$50.00 to Westside Connections at Westlake High School.
John Finucane Partner Ship LLC 29077 Clemens Road Westlake, OH 44145	Donated the cost to ship school supplies, which were donated by Sarah Reichert's students, to Houston, TX.
The Jolliffe Family 27674 Whitehill Circle Westlake, OH	Donated 1 Gemeinhardt Flute and 1 Conductor Silver Trumpet to the Band Department at Lee Burneson Middle School.

Marie Newman 22500 Lake Road, #104 Rocky River, OH 44116	Donated \$220.00 to Westside Connections at Westlake High School.
Faith Riccilli 112 Windrush Place Melbourne Beach, FL 32951	Donated \$50.00 to Westside Connections at Westlake High School.
Stick to Your Buns Bakery Attn: Heather 26333 Center Ridge Road Westlake, OH 44145	Donated an assortment of cookies to each of the Westlake City School District school buildings to show appreciation for school staff members.
Westlake Music Boosters 27830 Hilliard Blvd. Westlake, OH 44145	Donated a Fox Renard Bassoon to the Band Department at Lee Burneson Middle School.

Moved by Mr. Kraft Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 279

B. Resolution to Approve Gifted Handbook

Resolved that the Westlake City School District Board of Education hereby approves the 2017-2018 Gifted Handbook.

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 280**C. Resolution to Approve Supplemental Contracts**

RESOLVED that the Westlake Board of Education approves the following supplemental contracts (in-district and out-of-district) for the 2017-2018 school year.

Supplemental Contracts			
<u>Name</u>	<u>Position</u>	<u>In District Step</u>	
Jessica Ranallo (25% contract)	LBMS Girls Cross Country Coach	Y	0
Dennis Sullivan (75% contract)	LBMS Girls Cross Country Coach	Y	2
Cheryl Bansek	LBMS 7th Grade Boys Basketball Coach	N	2
Johnathon Collins	LBMS 7th Grade NC Boys Basketball Coach	N	0
Nancy English	WHS Varsity Basketball Cheerleading Advisor	Y	13
Marianne Fouts (50% contract)	WHS Freshman Basketball Cheerleading Advisor	Y	2
Lynnise Piskura (50% contract)	WHS Freshman Basketball Cheerleading Advisor	Y	12
Lynnise Piskura	LBMS Basketball Cheerleading Advisor	Y	12
Michael Herman	LBMS 8th Grade Boys Basketball Coach	N	5
Thomas Hicks	WHS 9th Grade Boys Basketball Coach	N	3
Rachael Kane (50% contract)	WHS Project Support Advisor	Y	0
Katherine McGlynn (50% contract)	WHS Project Support Advisor	Y	0
Taylor Ratliff	LBMS 8th Grade NC Boys Basketball Coach	Y	2
Joy Smith	LBMS Drama Advisor	N	4
Allison Stephenson	WHS Assistant Swimming Coach	Y	0
Paul Appel	WHS Boys Basketball Coach - Volunteer	N	N/A
Chris Bancsi	WHS Hockey Coach - Volunteer	N	N/A
Brian Hasenohrl	LBMS Wrestling Coach - Volunteer	N	N/A
Kristan Mantenieks	WHS Assistant Swimming Coach	N	0
Andrew Spreng	LBMS Wrestling Coach - Volunteer	N	N/A
Brendan Teets	WHS Hockey Coach - Volunteer	N	N/A
Amy Schillinger	DIS Piano Accompanist	Y	N/A
Doug Little	WHS Musical Pit Orchestra Director	Y	N/A
Greg Phillips	WHS Assistant Swimming Coach - Volunteer	N	N/A

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 281**D. Resolution to Approve FMLA and Employment for Staff Members**

RESOLVED that the Westlake Board of Education approve the following FMLA and employment for staff members.

FMLA

<u>Name</u>	<u>Date</u>
Cathy Knipp	11/20/2017
Laurie Skvarek	11/15/2017
Brook Benko	12/15/2017
Erin Vanek	01/13/2018

Classified Employment

<u>Name</u>	<u>Building/Position</u>	<u>Date</u>	<u>Months</u>	<u>Days</u>	<u>Hours</u>	<u>Step</u>
Edward Ferguson	Transportation Special Education Bus Assistant	11/20/2017	9	5	2	5
John Koshel	WHS Special Education Assistant	11/28/2017	9	5	7	10
Ann Matics	WHS Cashier	11/13/2017	9	5	3.75	1
Jennifer Weaver	Transportation Bus Driver	09/11/2017	9	5	7.25	15
Dawn Wells	Transportation Special Education Bus Assistant	11/06/2017	9	5	2	0

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 282

E. Resolution to Approve Interim Principal

RESOLVED that the Westlake Board of Education approves the LBMS Interim Principal.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Rate</u>	<u>Not to Exceed</u>
Mark Bregar	Interim Middle School Principal	11/13/2017	\$500 per day	40 days

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 283**F. Resolution to Approve Performance Contracts**

RESOLVED that the Westlake Board of Education approves the following Performance Contracts.

<u>Name</u>	<u>Amount</u>	<u>Specifications</u>
Kasey Gilder	\$500.00	Sound Designer, Technician and Board Operator for the Westlake High School musical
Steve Hart	\$35.00 (\$5.00 per athlete tested)	Hydration and body composition tests/re-tests for wrestling team.
Bayda Nouneh	\$20.00 per hour	Language interpretation/translation services as needed during the assessment of preschool students.
Keirstyn Reimer	\$500.00	Associate to the Director for the Westlake High School musical.
Gary Richards	\$700.00	Pianist for the Westlake High School musical.

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 284

G. Resolution to Approve Classified Substitutes

RESOLVED that the Westlake Board of Education approves the following classified substitutes for the 2017-2018 school year.

Classified Substitutes

Aidan Corrigan
Elizabeth Dillon
Julie Hamilton
Marjorie Thomas
Stephanie Thompson

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 285

H. Resolution to Approve the Employment and Resignation of Project Link Personnel

RESOLVED that the Westlake Board of Education approves the employment/resignation of the following Project Link personnel.

<u>Name</u>	<u>Position</u>	<u>Employment/Resignation Effective</u>	<u>Step</u>
Thomas Havran	Project Link Leader	Employment - 10/31/2017	0
Matthew Sprosty	Project Link Leader	Employment - 10/31/2017	5
Ashley Conaway	Project Link Leader	Resignation - 11/22/17	

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 286

I. Resolution to Approve Stipends for College Credit Plus Course Development

RESOLVED that the Westlake Board of Education approves the stipend for the following Westlake School District staff member for CCP curriculum course work outside the regularly scheduled school day. Title IIA funds will be used to pay for the stipend cost.

<u>Name</u>	<u>Rate</u>	<u>Hours</u>
Kimberly Sullivan Haselswerdt	Negotiated Curriculum Rate	Not to Exceed 12 hours

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 287

J. Resolution to Approve Contracted Services for Translation/Interpretive Services

RESOLVED that the Westlake Board of Education approves translation/interpretive services with expenses to be paid from Title III Funds.

<u>Name</u>	<u>Payment not to Exceed</u>	<u>Foreign Language</u>
Bayda Nouneh, M. Ed.	\$20.00 per hour	French, Spanish, Arabic

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 288**K. Resolution to Approve Stipends for Kindergarten Readiness Training**

RESOLVED that the Westlake Board of Education approves stipends for the following WCSD staff members to attend Parent Information Night on November 28, 2017 for families of English Language Learners and Title I Reading. Costs will be paid from Title I and Title III funds.

<u>Name</u>	<u>Fund</u>	<u>Rate</u>
Amy Helms	Title I	Negotiated Curriculum Rate, Not to Exceed 3 Hours
Michelle Patton	Title I	Negotiated Curriculum Rate, Not to Exceed 3 Hours
Elaine Scott	Title I	Negotiated Curriculum Rate, Not to Exceed 3 Hours
Shelley Gedeon	Title III	Negotiated Curriculum Rate, Not to Exceed 3 Hours
Kate Gallo	Title III	Negotiated Curriculum Rate, Not to Exceed 3 Hours
Julie Wagner	Title III	Negotiated Curriculum Rate, Not to Exceed 3 Hours
Jennifer Petticord	Title III	Negotiated Curriculum Rate, Not to Exceed 3 Hours

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 289

L. Resolution to Approve Westlake Volleyball Academy Coaches and Directors

RESOLVED that the Westlake Board of Education approves the following WVA Coaches and Directors for the 2017-2018 school year.

Name
Meghan Spriggs
Devon Skunta-Helmink
Bridget Smith
Emily Stern

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Resolution 17- 290

M. Resolution to Approve Home Instructor and Intervention Specialist

RESOLVED that the Westlake Board of Education approves the following Home Instructor and Intervention Specialist.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Rate</u>	<u>Not to Exceed</u>
Kate O'Leary	Intervention Specialist	10/20/2017	\$24.69/Hour	40 hours
Michele Richards	Home Instructor	10/3/2017	\$24.69/Hour	112 hours

Moved by Dr. Winter Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

6. Hearing of the Pubic

A. Hearing of Public (15 Minutes)

7. Board Comments

8. Board Items

A. Second Reading of Board Policies

Resolution 17- 291

B. Resolution to Approve Board Policies

RESOLVED that the Westlake Board of Education approves the following Board policies:

Policy 2271
Policy 2464
Policy 4120.05
Policy 5136
Policy 5136.01
Policy 5200
Policy 5330
Policy 5530
Policy 7300
Policy 8600.04
Policy 9141

Moved by Mr. Kraft Seconded by Dr. Winter

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

9. Closing

A. Adjournment

Moved by Mr. Kraft Seconded by Dr. Stoll

Mr. Finucane	AYE
Mr. Kraft	AYE
Mrs. Leszynski	AYE
Dr. Stoll	AYE
Dr. Winter	AYE

Meeting Adjourned at 7:38 P.M.

President

Treasurer

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.