

## WESTLAKE CITY SCHOOLS ORGANIZATIONAL MEETING BOARD OF EDUCATION MINUTES

**Monday, January 11, 2016 – 6:00 p.m.**  
**Parkside Building – 24525 Hilliard Blvd.**

President Pro Tem Carol Winter-Call to Order  
Time: 6:02 p.m.

### A. Swearing In of New Board Members

- |  |             |
|--|-------------|
| 1. Oath of Office of Board Member – Joseph Kraft | Exhibit A-1 |
| 2. Oath of Office of Board Member – Robert Stoll | Exhibit A-2 |
| 3. Oath of Office of Board Member – Carol Winter | Exhibit A-3 |

### Roll Call:

Mr. Finucane	<u>Present</u>
Mr. Kraft	<u>Present</u>
Mrs. Leszynski	<u>Present</u>
Dr. Stoll	<u>Present</u>
Ms. Winter	<u>Present</u>

Pledge of Allegiance – Ms. Winter led the assembly in the Pledge of Allegiance.

Acknowledgement of Visitors – Ms. Winter thanked all visitors in attendance.

Approval of Agenda as amended to correct Ms. Winter's Term expiration date to 12/31/19 on Exhibit B-3.

Motion by Mrs. Leszynski  
Seconded by Mr. Finucane

### Roll Call Vote:

Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Dr. Stoll	<u>AYE</u>
Ms. Winter	<u>AYE</u>

### Hearing of Public – Agenda Items (15 Minutes)

Loretta Tindall, Westlake teacher, shared her views on the respect shown to staff from administrators and District leadership.

### B. Election of Officers

- |  |               |
|--|---------------|
| 1. Nomination and Election of Officer – Board President      | Exhibit B-1   |
| a. President's Oath of Office                                | Exhibit B-1-a |
| <b>***New President Conducts the Meeting***</b>              |               |
| 2. Nomination and Election of Officer – Board Vice-President | Exhibit B-2   |
| a. Vice-President's Oath of Office                           | Exhibit B-2-a |

3. Resolution to Authorize CFO/Treasurer to File Form 904 (Certification of Members and Officers of the Board) Exhibit B-3

C. Board Organizational Matters

1. Resolution to Adopt Tentative Board Meeting Calendar for 2016 Exhibit C-1
2. Resolution to Establish a Board Service Fund Exhibit C-2
3. Resolution to Appoint Board Members as OSBA Delegate, Legislative Liaison and Student Achievement Liaison Exhibit C-3
4. Resolution to Appoint Board Members to Policy Subcommittee Exhibit C-4
5. Resolution to Appoint Board Members to Finance/Audit Subcommittee Exhibit C-5
6. Resolution to Appoint Board Members to Curriculum Subcommittee Exhibit C-6
7. Resolution to Appoint Board Members to Community Outreach Subcommittee Exhibit C-7
8. Resolution to Appoint Board Member to Tax Incentive Review Council Exhibit C-8
9. Resolution to Designate Official Newspapers for Publication of Notices Required by Law Exhibit C-9

D. Other Organizational Matters

1. Resolution to Authorize CFO/Treasurer to Secure Advances Exhibit D-1
2. Resolution to Authorize Transfer of Funds Exhibit D-2
3. Resolution to Approve Standing Authorizations Exhibit D-3
4. Resolution to Attend Seminars and Conferences Exhibit D-4
5. Resolution to Approve School Attorneys Exhibit D-5
6. Resolution to Approve Board of Education Memberships Exhibit D-6
7. Resolution to Appoint Superintendent as Purchasing Agent/Authority Exhibit D-7
8. Resolution to Appoint Prevailing Wage Coordinator, Asbestos Coordinator, ADA Compliance Officer, Safety Coordinator and Records Retention Officer Exhibit D-8
9. Resolution to Appoint Title IX Hearing Officer, Nondiscrimination Hearing Officer, Sexual Harassment Hearing Officer, Suspension Hearing Officer, Expulsion Hearing Officer Exhibit D-9
10. Resolution to Reaffirm the Vision Statement and Mission Statement of the Westlake City Schools Exhibit D-10
11. Resolution to Reaffirm Board of Education Belief Statements Exhibit D-11
12. Resolution to Reaffirm Framework for Board Operations Exhibit D-12
13. Resolution to Reaffirm Board/Superintendent/CFO/Treasurer Essential Agreements Exhibit D-13
14. Resolution to Appoint Representative for Board of Education Public Records Training Exhibit D-14
15. Bond of Board of Education Members, Superintendent of Schools, and Director of Business Affairs Exhibit D-15
16. Resolution to Approve Liability Insurance Amount Exhibit D-16

\*Hearing of Public (15 Minutes)

Cathy Pietroski, Westlake teacher, read a prepared statement responding to comments made at a previous meeting by a community member.

Ms. Winter indicated to Ms. Pietroski she has exceeded the time allotment for comment and asked her to follow up with any additional comments later after others had a chance to speak.

Rich Burson, MCPC Inc., introduced his firm and asked the Board/District to consider 3-D design and printing in conjunction with its STEM program.

Cathy Pietroski followed up on her previous comments and provided her concluding remarks focusing on the level of respect provided to teachers from district administration.

E. Adjournment

Motion by Mr. Finucane

Seconded by Mr. Kraft

Roll Call Vote:

Mr. Finucane AYE

Mr. Kraft AYE

Mrs. Leszynski AYE

Dr. Stoll AYE

Ms. Winter AYE

President Winter adjourned the meeting at 6:56 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.

EXHIBIT A-1

OATH OF OFFICE OF BOARD MEMBER

JOSEPH KRAFT

I, Joseph W. Kraft, do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Ohio; and that I will faithfully and impartially discharge my duties as BOARD OF EDUCATION MEMBER in and for the Westlake City School District, Cuyahoga County, Ohio, to the best of my ability, and in accordance with the laws now in effect and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.

/s/ Joseph W. Kraft

Signature of Board Member

Sworn to and subscribed before me, January 11, 2016.

/s/ Mark Pepera

Signature of Oath Administrator

EXHIBIT A-2

OATH OF OFFICE OF BOARD MEMBER

ROBERT STOLL

I, Robert G. Stoll, do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Ohio; and that I will faithfully and impartially discharge my duties as BOARD OF EDUCATION MEMBER in and for the Westlake City School District, Cuyahoga County, Ohio, to the best of my ability, and in accordance with the laws now in effect and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.

/s/ Robert G. Stoll

Signature of Board Member

Sworn to and subscribed before me, January 11, 2016.

/s/ Mark Pepera

Signature of Oath Administrator

EXHIBIT A-3

OATH OF OFFICE OF BOARD MEMBER

CAROL WINTER

I, Carol Winter, do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Ohio; and that I will faithfully and impartially discharge my duties as BOARD OF EDUCATION MEMBER in and for the Westlake City School District, Cuyahoga County, Ohio, to the best of my ability, and in accordance with the laws now in effect and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.

/s/ Carol L. Winter  
Signature of Board Member

Sworn to and subscribed before me, January 11, 2016.

/s/ Mark Pepera  
Signature of Oath Administrator

EXHIBIT B-1  
RES. #16-1

NOMINATION AND ELECTION OF OFFICER – BOARD PRESIDENT  
(ORC 3313.14)

WHEREAS statutes require the board members to elect one of the board members to be the President of the Board of Education for the calendar year 2016;

WHEREAS nominations for the office of President were made by the board members with the following being nominated:

1st Nominee: Carol Winter by Barb Leszynski

WHEREAS the board voted on the first nominee for the position of President of the Board of Education for the calendar year 2016 with the results as follows:

John Finucane	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Joseph Kraft	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Barbara Leszynski	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Robert Stoll	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Carol Winter	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> 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 of the Board of Education for the calendar year 2016.

President: Carol Winter

EXHIBIT B-1-a

PRESIDENT'S OATH OF OFFICE

I, Carol L. Winter, do solemnly swear (or affirm) that I will support the Constitution of the United States of America, the Constitution of the State of Ohio, and that I will faithfully and impartially discharge my duties as President of the School Board in and for the said Westlake City School District, Westlake, Ohio, to the best of my ability and in accordance with the laws now in effect and hereafter to be enacted during my continuance in said office and until my successor is elected and qualified.

/s/ Carol L. Winter  
Signature of President

Sworn to and subscribed before me, January 11, 2016.

/s/ Dennis M. Clough, Mayor  
Signature of Oath Administrator



EXHIBIT B-2  
RES. 16-2

NOMINATION AND ELECTION OF OFFICER  
BOARD VICE-PRESIDENT  
(ORC 3313.14)

WHEREAS statutes require the board members to elect one of the board members to be the Vice-President of the Board of Education for the calendar year 2016;

WHEREAS nominations for the office of Vice-President were made by the board members with the following being nominated:

1st Nominee: Barb Leszynski by John Finucane

WHEREAS the board voted on the first nominee for the position of Vice-President of the Board of Education for the calendar year 2016 with the results as follows:

John Finucane	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Joseph Kraft	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Barbara Leszynski	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Robert Stoll	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Carol Winter	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> 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 Vice-President of the Board of Education for the calendar year 2016.

Vice President: Barb Leszynski

EXHIBIT B-2-a

VICE-PRESIDENT'S OATH OF OFFICE

I, Barbara Leszynski, do solemnly swear (or affirm) that I will support the Constitution of the United States of America, the Constitution of the State of Ohio, and that I will faithfully and impartially discharge my duties as Vice-President of the School Board in and for the said Westlake City School District, Westlake, Ohio, to the best of my ability and in accordance with the laws now in effect and hereafter to be enacted during my continuance in said office and until my successor is elected and qualified.

/s/ Barbara Leszynski  
Signature of Vice-President

Sworn to and subscribed before me, January 11, 2016.

/s/ Dennis M. Clough, Mayor  
Signature of Oath Administrator

EXHIBIT B-3  
RES. 16-3

RESOLUTION TO AUTHORIZE CFO/TREASURER TO FILE FORM 904  
(CERTIFICATION OF MEMBERS AND OFFICERS OF THE BOARD)  
(ORC 3313.14)

RESOLVED that the Westlake City Schools Board of Education authorizes the CFO/Treasurer to file Form 904, Certification of Members and Officers of the Board of Education, as follows:

CFO/Treasurer's Office, Westlake City School District, Westlake, Ohio, January 11, 2016

**TO THE COUNTY AUDITOR OF CUYAHOGA COUNTY:**

It is hereby certified that the following is a correct list of the Members and Officers of the Board of Education of said School District, after the first Monday of January, 2016 and duly qualified, with the post office address of each.

Name	PO Address	Term Expires
Mr. John Finucane	31024 Bellerive Court, Westlake, OH 44145	12/31/17
Mr. Joseph Kraft	3606 Blackberry Lane, Westlake, OH 44145	12/31/19
Mrs. Barbara Leszynski, Vice President	26967 Courtland Meadows, Westlake, OH 44145	12/31/17
Mr. Robert Stoll	2268 Silveridge Trail, Westlake, OH 44145	12/31/19
Ms. Carol Winter, President	25745 Laura Lane, Westlake, OH 44145	12/31/19

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CFO/Treasurer, Westlake City Schools Board of Education

Motion by Mr. Finucane

Seconded by Mr. Kraft

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT C-1  
RES. 16-4

RESOLUTION TO ADOPT TENTATIVE BOARD MEETING CALENDAR FOR 2016

RESOLVED that the Westlake City Schools Board of Education adopts a tentative Board meeting calendar for 2016 as follows:

<u>2016 BOARD OF EDUCATION - TENTATIVE MEETING DATES</u>		
<u>WESTLAKE BOARD OF EDUCATION</u>		
Meetings held at 6:00 p.m. (unless otherwise noted)		
<u>Date</u>	<u>Meeting Type</u>	<u>Meeting Location</u>
Monday, January 11, 2016	Organizational Meeting	Parkside Building, 24525 Hilliard Blvd.
Monday, January 11, 2016	Work Session (after Org. Mtg)	Parkside Building, 24525 Hilliard Blvd.
Monday, January 25, 2016	Regular Meeting	Parkside Building, 24525 Hilliard Blvd.
Monday, February 8, 2016	Work Session	Parkside Building, 24525 Hilliard Blvd.
Monday, February 22, 2016	Regular Meeting	Bassett Elementary School, 2155 Bassett Road
Monday, <b>March 14</b> , 2016	Work Session	Parkside Building, 24525 Hilliard Blvd.
Monday, March 21, 2016	Regular Meeting	Westlake High School, 27830 Hilliard Blvd.
Monday, April 11, 2016	Work Session	LBMS, 2260 Dover Center Road
Monday, April 25, 2016	Regular Meeting	Parkside Building, 24525 Hilliard Blvd.
Monday, May 9, 2016	Work Session	Parkside Building, 24525 Hilliard Blvd.
Monday, May 23, 2016	Regular Meeting	Westlake High School PAC
Monday, June 13, 2016	Work Session	Parkside Building, 24525 Hilliard Blvd.
Thursday, <b>June 30</b> , 2016	Regular Meeting	Parkside Building, 24525 Hilliard Blvd.
Monday, July 18, 2016	Regular Meeting	Parkside Building, 24525 Hilliard Blvd.
Monday, August 8, 2016	Work Session	Parkside Building, 24525 Hilliard Blvd.
Monday, August 22, 2016	Regular Meeting	Parkside Building, 24525 Hilliard Blvd.
Monday, September 12, 2016	Work Session	Parkside Building, 24525 Hilliard Blvd.
Monday, September 26, 2016	Regular Meeting	Dover Elementary, 2300 Dover Center Road
Monday, October 10, 2016	Work Session	Parkside Building, 24525 Hilliard Blvd.
Monday, October 24, 2016	Regular Meeting	Holly Lane Elementary, 3057 Holly Lane
Monday, November 14, 2016	Regular Meeting	Hilliard Elementary, 24365 Hilliard Blvd.
Monday, December 12, 2016	Regular Meeting	Parkside Building, 24525 Hilliard Blvd.

Changed March 7 to March 14 and June 27 to June 30. Approved with modifications.

Motion by Mr. Kraft

Seconded by Dr. Stoll

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT C-2  
RES. 16-5

RESOLUTION TO ESTABLISH A BOARD SERVICE FUND  
(ORC 3315.15)

WITNESS our hands, this 11<sup>th</sup> day of January, 2016.

WHEREAS, the Westlake City Schools Board of Education may, as prescribed in ORC 3315.15, set aside each year from the general fund a sum not to exceed seventy-five cents for each child so enrolled, or seven thousand five hundred dollars, whichever is greater, and,

WHEREAS, the amount set aside shall be placed in a fund known as the "service fund," and,

WHEREAS, the amount shall be used only in paying the expenses of members of such Board of Education actually incurred in the performance of their duties.

BE IT RESOLVED, now, that such "service fund" be established in the amount of \$4,000 for the calendar year beginning January 1, 2016.

Motion by \_\_\_\_\_ Mr. Kraft

Seconded by \_\_\_\_\_ Dr. Stoll

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT C-3  
RES. 16-6

RESOLUTION TO APPOINT BOARD MEMBERS AS OSBA DELEGATE,  
LEGISLATIVE LIAISON AND STUDENT ACHIEVEMENT LIAISON

RESOLVED that the Westlake City Schools Board of Education appoints the following Board Member as the 2016 OSBA Delegate to annual conference for the Westlake City Schools:

Delegate: Bob Stoll  
Alternate: Joe Kraft

RESOLVED that the Westlake City Schools Board of Education appoints the following Board Member as the 2016 OSBA Legislative Liaison for the Westlake City Schools:

Delegate: Barb Leszynski  
Alternate: Joe Kraft

RESOLVED that the Westlake City Schools Board of Education appoints the following Board Member as the 2016 OSBA Student Achievement Liaison for the Westlake City Schools:

Bob Stoll

Motion by Mr. Finucane

Seconded by Mrs. Leszynski

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT C-4  
RES. 16-7

RESOLUTION TO APPOINT BOARD MEMBERS TO POLICY SUBCOMMITTEE

RESOLVED that the Westlake City Schools Board of Education appoints the following Board Members to serve on the 2016 Policy Subcommittee for the Westlake City Schools:

\_\_\_\_\_  
Barb Leszynski

\_\_\_\_\_  
Bob Stoll

Motion by \_\_\_\_\_ Mrs. Leszynski

Seconded by \_\_\_\_\_ Mr. Kraft

Roll Call Vote:

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

EXHIBIT C-5  
RES. 16-8

RESOLUTION TO APPOINT BOARD MEMBERS TO FINANCE/AUDIT SUBCOMMITTEE

RESOLVED that the Westlake City Schools Board of Education appoints the following Board Members to serve on the 2016 Finance/Audit Subcommittee for the Westlake City Schools:

\_\_\_\_\_  
John Finucane

\_\_\_\_\_  
Joe Kraft

Motion by \_\_\_\_\_ Mrs. Leszynski

Seconded by \_\_\_\_\_ Dr. Stoll

Roll Call Vote:

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



EXHIBIT C-6  
RES. 16-9

RESOLUTION TO APPOINT BOARD MEMBERS TO CURRICULUM SUBCOMMITTEE

RESOLVED that the Westlake City Schools Board of Education appoints the following Board Members to serve on the 2016 Curriculum Subcommittee for the Westlake City Schools:

\_\_\_\_\_  
Carol Winter

\_\_\_\_\_  
Barb Leszynski

Motion by \_\_\_\_\_ Dr. Stoll

Seconded by \_\_\_\_\_ Mr. Finucane

Roll Call Vote:

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

EXHIBIT C-7  
RES. 16-10

RESOLUTION TO APPOINT BOARD MEMBERS TO COMMUNITY OUTREACH SUBCOMITTEE

RESOLVED that the Westlake City Schools Board of Education appoints the following Board Members to serve on the 2016 Community Outreach Subcommittee for the Westlake City Schools:

\_\_\_\_\_  
Carol Winter

\_\_\_\_\_  
Joe Kraft

Motion by \_\_\_\_\_ Mr. Finucane

Seconded by \_\_\_\_\_ Mrs. Leszynski

Roll Call Vote:

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

January 11, 2016  
16-19

EXHIBIT C-8  
RES. 16-11

RESOLUTION TO APPOINT BOARD MEMBER TO TAX INCENTIVE REVIEW COUNCIL

RESOLVED that the Westlake City Schools Board of Education appoints the following Board Member to serve on the 2016 Tax Incentive Review Council for the Westlake City Schools:

John Finucane

Motion by Mr. Kraft

Seconded by Mrs. Leszynski

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT C-9  
RES. 16-12

RESOLUTION TO DESIGNATE OFFICIAL NEWSPAPERS  
FOR PUBLICATION OF NOTICES REQUIRED BY LAW

RESOLVED that the Westlake City Schools Board of Education designates the following as official newspapers for publication of notices required by law (R.C. 7.12)

Sun News (West Shore Sun)

West Life

Motion by \_\_\_\_\_ Mr. Finucane \_\_\_\_\_

Seconded by \_\_\_\_\_ Dr. Stoll \_\_\_\_\_

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT D-1  
RES. 16-13

RESOLUTION TO AUTHORIZE CFO/TREASURER TO SECURE ADVANCES  
FROM AUDITOR FOR FUNDS LAWFULLY DUE THE SCHOOL DISTRICT

WITNESS, our hands this 11<sup>th</sup> day of January, 2016.

WHEREAS, the Westlake City School District Board of Education, Cuyahoga County finds it necessary to make use of the funds now in the County Treasury to the accounts of said school district and lawfully applicable to the purpose of the current fiscal year,

THEREFORE, BE IT RESOLVED, the Westlake City Schools Board of Education requests the auditor of Cuyahoga County, Ohio, to issue an order to the Cuyahoga County Treasurer to pay to the CFO/Treasurer of this Board of Education such funds of the current collection of taxes assessed and collected for and in behalf of said school district, which shall be held and treated as an advance payment on the current collection of taxes due said school district at the ensuing settlement date as provided by law;

BE IT FURTHER RESOLVED, that the CFO/Treasurer of the Westlake City Schools Board of Education be hereby authorized and directed to certify a copy of this resolution to the Cuyahoga County Auditor and make such other certifications and reports to the Cuyahoga County Auditor as may be necessary to make this resolution effective.

Motion by Mr. Finucane

Seconded by Dr. Stoll

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT D-2  
RES. 16-14

RESOLUTION TO AUTHORIZE TRANSFER OF FUNDS

WITNESS, our hands this 11<sup>th</sup> day of January, 2016.

WHEREAS, Ohio Revised Code, Section 5705.40, provides that excess funds appropriated to a certain classification within each fund may be transferred to any other appropriation classification within such fund; and

WHEREAS, Board Policy states that the Board may, by resolution, grant permission to the fiscal officer the right to transfer funds from one appropriation line item to another within limits prescribed by law; and

WHEREAS, it is the intent of the Board to permit the transfer of excess funds appropriated to a certain classification within each fund to any other appropriation within such fund;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Westlake City School District that the Board of Education delegates to its president the authority to approve on a monthly basis transfer of excess funds appropriated to a certain classification within each fund to any other appropriation classification within such fund as initiated and recommended by the district CFO/Treasurer and approved by the Superintendent.

Motion by Mrs. Leszynski

Seconded by Mr. Finucane

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT D-3  
RES. 16-15

RESOLUTION TO APPROVE STANDING AUTHORIZATIONS

WHEREAS, the Westlake City Schools Board of Education places responsibility for the financial management of the district on the CFO/Treasurer and Superintendent and,

WHEREAS, the Board is ever mindful of its obligation to the citizens and taxpayers of the City of Westlake to exercise sound fiscal practices, and,

WHEREAS, the Board recognizes that sound fiscal practices include the ideal of efficiency and the continuous effort to maximize the value of all resources for the education of all pupils and,

WHEREAS, the Board acknowledges that in order to meet its obligation to the community, achieve efficiency and maximize the return on its resources, the CFO/Treasurer and Superintendent must be able to make certain decisions in a timely and forthright manner within the constraints of applicable statutes and Board policy, and,

BE IT RESOLVED, that the Westlake City Schools Board of Education hereby approves the following standing authorizations for the calendar year 2016 to be exercised by the CFO/Treasurer and Superintendent only when, in their judgment, such exercise meets the specifications so cited, herein:

- to invest interim funds at the most productive interest rate whenever such funds are available;
- to pay all bills within the limits of the appropriations resolution as bills are received and when the goods and/or services have been received as ordered;
- to employ and set the salary of such temporary personnel as may be required for emergency conditions, with such employment to be submitted to the Board for action at its next regular meeting.
- to provide to members of the professional and support staff as perquisites plaques and other similar memorials to recognize exemplary and extended service to the school district and appropriate refreshments for curriculum, professional development, orientation, in-service and other similar meetings that are held outside of the normal school day or outside of the normal workplace.
- to apply for grants under the guidelines of each grant application and authorize the district's participation in the programs including but not limited to: Title VI-B Flow-Thru, Preschool, Title VI, Drug-Free Schools, Eisenhower, and Title VI-R and the Consolidated Local Plan.
- to sign all contracts of employment approved by the Board of Education.
- to authorize releases for the purpose of interscholastic athletic eligibility.
- to approve reimbursement of commercial driving license fees for transportation employees consistent with negotiated contract.

EXHIBIT D-3  
(Continued)

- to authorize the payment of reasonable taxes for approved purchases or expenses when a tax exemption certificate cannot be used or its use is impractical under the circumstances.

Effective: January 1, 2016

Motion by Mr. Kraft

Seconded by Mr. Finucane

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>



EXHIBIT D-4  
RES. 16-16

RESOLUTION TO ATTEND SEMINARS AND CONFERENCES

WHEREAS, the Board of Education Members, Superintendent, and CFO/Treasurer are charged with the responsibility of operating the school district; and,

WHEREAS, the Board members are responsible for formulating policies that govern the school district; and,

WHEREAS, the CFO/Treasurer and Superintendent are responsible for the management of the school district; and,

WHEREAS, the Board of Education encourages attendance at seminars and conferences for its management team,

BE IT RESOLVED that Board Members, the CFO/Treasurer, and the Superintendent may attend local, state, and national seminars/conferences that are deemed necessary to carry out their job requirements and that are within the appropriation levels approved by the Board of Education.

BE IT FURTHER RESOLVED, the Westlake City Schools Board of Education feels that payment of expenses for such training sessions for the management team is both appropriate and prudent.

Motion by Mrs. Leszynski

Seconded by Mr. Finucane

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT D-5  
RES. 16-17

RESOLUTION TO APPROVE SCHOOL ATTORNEYS  
(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 services herein named are 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 services shall be at the usual and customary rates for the professional services rendered upon receipt of an itemized statement by the school district CFO/Treasurer; and

BE IT FINALLY RESOLVED such legal services 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).

Legal Firm/Attorney

Bricker & Eckler 1375 E. 9 <sup>th</sup> St., Suite 1500 Cleveland, OH 44114-1718	Brindza, McIntyre & Seed LLP 2001 Crocker Rd., Suite 280 Westlake, OH 44145	Chester L. Sumpter & Assoc. LLC 16929 Detroit Avenue Lakewood, OH 44107
Kadish, Hinkel & Weibel 1717 E. Ninth St., Suite 2112 Cleveland, OH 44114	Pepple & Waggoner 5005 Rockside Road, Suite 260 Independence, OH 44144	Squire Patton Boggs LLP 4900 Key Tower, 127 Public Square Cleveland, OH 44114-1304
Walter Haverfield, LLP The Tower at Erievue 1301 East 9 <sup>th</sup> St., Suite 3500 Cleveland, Ohio 44114	Ulmer & Berne Bond Court Bldg., Suite 900 1300 E. 9th St. Cleveland, OH 44114	

Effective date: January 11, 2016

Motion by Mr. Finucane

Seconded by Mr. Kraft

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT D-6  
RES. 16-18

RESOLUTION TO APPROVE BOARD OF EDUCATION MEMBERSHIPS

RESOLVED that the Westlake City Schools Board of Education approves continued membership in the Ohio School Boards Association, OSBA Legal Assistance Fund, Greater Cleveland School Superintendents Association, The Alliance for High Quality Education, and West Shore Chamber of Commerce for calendar year 2016 as indicated below:

Ohio School Boards Association	\$9,979
Basic Membership	\$9,829
Briefcase (free electronic subscription)	\$0
School Management News	\$150
OSBA Legal Assistance Fund	\$250
Greater Cleveland School Superintendents Association	\$100
The Alliance for High Quality Education	\$3,500
West Shore Chamber of Commerce	\$95

Motion by           Mrs. Leszynski          

Seconded by          Dr. Stoll          

Roll Call Vote:

Ms. Winter	<u>    AYE    </u>
Mrs. Leszynski	<u>    AYE    </u>
Mr. Finucane	<u>    AYE    </u>
Mr. Kraft	<u>    AYE    </u>
Dr. Stoll	<u>    AYE    </u>

EXHIBIT D-7  
RES. 16-19

RESOLUTION TO APPOINT SUPERINTENDENT  
AS PURCHASING AGENT/AUTHORITY  
(ORC 3319.01)

WHEREAS, the Superintendent is the Chief Executive Officer for the Board of Education; and,

WHEREAS, the acquisition of supplies, equipment, and services is centralized in the Superintendent's office and through whose office all purchasing transactions are conducted.

NOW, THEREFORE, BE IT RESOLVED under the provisions of ORC 3313.47 and ORC 3319.01, the board assigns the Superintendent the responsibility for the quality and quantity of purchases; and,

BE IT FURTHER RESOLVED under the provisions of ORC 3313.47 and ORC 5705.41, the Superintendent is hereby designated purchasing agent and authorized to approve purchases within the appropriated amounts, subject to all other pertinent Board policies, rules and regulations, insofar as such purchases are consistent with the approved educational goals and programs of the district.

Superintendent:        Geoffrey Palmer

Motion by           Mr. Finucane          

Seconded by           Mr. Kraft          

Roll Call Vote:

Ms. Winter	<u>          AYE          </u>
Mrs. Leszynski	<u>          AYE          </u>
Mr. Finucane	<u>          AYE          </u>
Mr. Kraft	<u>          AYE          </u>
Dr. Stoll	<u>          AYE          </u>

EXHIBIT D-8  
RES. 16-20

RESOLUTION TO APPOINT PREVAILING WAGE COORDINATOR,  
ASBESTOS COORDINATOR, ADA COMPLIANCE OFFICER,  
SAFETY COORDINATOR, AND RECORDS RETENTION OFFICER

RESOLVED that the Westlake City Schools Board of Education appoints Geoffrey Palmer or his designee as the following for the District for 2016:

- Prevailing Wage Coordinator
- Asbestos Management Designated Person per Code of Federal Regulations CFR 763.84 of the Asbestos Hazard Emergency Response Act (AHERA)
- ADA (Americans with Disabilities Act) Compliance Officer (36 CFR Part 1191)
- Safety Coordinator (ORC 4167.04)
- Records Retention Officer (ORC 149.41)

Motion by Mrs. Leszynski

Seconded by Mr. Finucane

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT D-9  
RES. 16-21

RESOLUTION TO APPOINT TITLE IX HEARING OFFICER,  
NONDISCRIMINATION HEARING OFFICER, SEXUAL HARASSMENT HEARING OFFICER,  
SUSPENSION HEARING OFFICER AND EXPULSION HEARING OFFICER

RESOLVED that the Westlake City Schools Board of Education approves Geoffrey Palmer or his designee as the following for the District for 2016:

Board Policy 3362 – Anti-Harassment

Board Policy 4362 – Anti Harassment

Board Policy 1662 – Anti Harassment

Board Policy 5517 – Anti Harassment

Suspension Hearing Officer (3313.66-3313.661)

Expulsion Hearing Officer (3313.66-3313.661)

Motion by Dr. Stoll

Seconded by Mrs. Leszynski

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT D-10  
RES. 16-22

RESOLUTION TO REAFFIRM VISION STATEMENT  
AND MISSION STATEMENT OF THE WESTLAKE CITY SCHOOLS

RESOLVED that the Westlake Board of Education reaffirms the Vision Statement and Mission Statement of the Westlake City Schools as follows:

**VISION STATEMENT**

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

**MISSION STATEMENT**

WE EDUCATE FOR EXCELLENCE...

Empowering all students to achieve their educational goals,  
to direct their lives, and to contribute to society.

Motion by Mr. Kraft

Seconded by Mr. Finucane

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT D-11  
RES. 16-23

RESOLUTION TO REAFFIRM BOARD OF EDUCATION BELIEF STATEMENTS

RESOLVED that the Westlake Board of Education reaffirms the Board of Education Belief Statements as follows:

1. 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. (Leadership in Education)
2. We believe that the Westlake City School District is a superior performing student-focused district. (Academic)
3. Our primary responsibility is to insure that every student is challenged to excel and to achieve at his or her maximum potential. (Academic)
4. 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. (Communication)
5. We have an obligation to preserve the community's assets and to provide a safe, well-maintained environment for learning. (Facilities)
6. 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. (Road Blocks) (Administration/Staff)
7. The administration, staff and Board have a responsibility to work collaboratively in a climate of mutual respect, focusing on student achievement. (Climate)
8. 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. (Extracurricular/Co-curricular)

Motion by Mr. Kraft

Seconded by Dr. Stoll

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>



EXHIBIT D-12  
RES. 16-24

RESOLUTION TO REAFFIRM FRAMEWORK FOR BOARD OPERATIONS

RESOLVED that the Westlake Board of Education reaffirms the framework for Board operations as adopted February 24, 2000 as follows:

1. 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.
2. This Board delegates the responsibility of the daily management of the District to the Superintendent and the CFO/Treasurer in accordance with the Ohio Revised Code.
3. This Board, the Superintendent and the CFO/Treasurer will work together as a team for the betterment of the students, district, and entire community.
4. This Board is a single unit with five contributing members.
5. The strength of this Board is in the diversity of its members.
6. 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.
7. The president of this Board acts as the spokesperson for this Board.
8. Members of this Board must realize that we cannot be all things to all people.
9. This Board believes that all people should be treated with dignity and respect.

Motion by Mr. Finucane

Seconded by Mr. Kraft

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT D-13  
RES. 16-25

RESOLUTION TO REAFFIRM BOARD/SUPERINTENDENT/  
CFO/TREASURER ESSENTIAL AGREEMENTS

The Board of Education, the Superintendent and the CFO/Treasurer of the Westlake City Schools (“the Team”) have collaboratively developed these Essential Agreements to guide their work.

Because an academically excellent and fiscally responsible school district is important to the community of Westlake, we agree that the Team should be focused on supporting the community’s interests as identified in the Continuous Improvement Plan (CIP), in combination with being fiscally responsible to the community as a whole.

In support of this, Team members will work to:

- Interact together in good faith and share information in order to promote understanding and avoid surprise among the members of the Team.
- Allow reasonable time for other Team members to review and discuss information and data before a decision is to be made.
- 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.
- Be prepared to discuss matters and make decisions in a timely manner when data and information have been provided.
- Demonstrate professionalism and civility at all times through respectful interactions with all Team members.
- Keep an open mind and focus on resolving issues.
- Articulate how decisions or suggestions impact both academic excellence and fiscal responsibility.
- Encourage opportunities for questions and meaningful dialogue among the Team members before final decisions are reached.
- Consider and discuss different points of view before a final decision is made.
- Set collective goals, evaluate the Team’s performance, and be open to on-going learning about leading practices in governance and team-based leadership.

Motion by Dr. Stoll

Seconded by Mrs. Leszynski

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT D-14  
RES. 16-26

RESOLUTION TO APPOINT REPRESENTATIVE FOR  
BOARD OF EDUCATION PUBLIC RECORDS TRAINING

RESOLVED that the Westlake City Schools Board of Education appoints Geoffrey Palmer or his designee as the 2016 Board of Education Public Records Training Representative for the Westlake City Schools.

Motion by Mr. Finucane

Seconded by Mrs. Leszynski

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

January 11, 2016  
16-36

EXHIBIT D-15  
RES. 16-27

BOND OF BOARD OF EDUCATION MEMBERS, SUPERINTENDENT OF SCHOOLS  
AND DIRECTOR OF BUSINESS AFFAIRS

Know all individuals by these present, that we, the Westlake City Schools Board of Education as principal, and individual Board members, Superintendent of Schools and Director of Business Affairs as sureties, are held and firmly bound unto the State of Ohio in the penal sum of \$20,000 each, to the payment of which, well and truly to be made, we jointly and severally bind ourselves and our successors, heirs, executors and administrators, firmly by these present.

WITNESS our hands, this 11<sup>th</sup> day of January, 2016.

NOW, if the said individual Board members, Superintendent of Schools and Director of Business Affairs shall faithfully, diligently and impartially perform their duties as said Board of Education members, Superintendent of Schools and Director of Business Affairs according to law, then this obligation shall be void and of no effect; otherwise to be and remain in full force and virtue of law.

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Vice-President

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Superintendent of Schools

\_\_\_\_\_  
Director of Business Affairs

Motion by \_\_\_\_\_ Mr. Kraft

Seconded by \_\_\_\_\_ Dr. Stoll

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

EXHIBIT D-16  
RES. 16-28

RESOLUTION TO APPROVE LIABILITY INSURANCE AMOUNT  
(ORC 3313.203)

WITNESS our hands, this 11<sup>th</sup> day of January, 2016.

WHEREAS, the Westlake City Schools Board of Education may, as prescribed in ORC 3313.203, purchase liability insurance for its employees, and,

WHEREAS, the Westlake City Schools Board of Education contends such an expenditure is both appropriate and prudent.

BE IT RESOLVED, now, that the administration secure liability insurance in the amount of \$1,000,000 each claim/\$2,000,000 aggregate (\$6,000,000 umbrella) of liability insurance for following individuals/groups:

Board of Education Members	
CFO/Treasurer	Superintendent
Administrative Staff	Teaching Staff
Support Staff	Volunteers

BE IT FURTHER RESOLVED, now, that the administration expedites such contracts upon receipt of written quotations, making said award based upon administrative judgment.

Motion by Mr. Kraft

Seconded by Mr. Finucane

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mrs. Leszynski	<u>AYE</u>
Mr. Finucane	<u>AYE</u>
Mr. Kraft	<u>AYE</u>
Dr. Stoll	<u>AYE</u>

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