

**WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION MINUTES**

ORGANIZATIONAL MEETING

**January 12, 2004 – 7:00 p.m.
Westlake Administration Building
27200 Hilliard Blvd.**

Call to Order: Time: 7:00 p.m.

Roll Call:

Mrs. D'Ettorre Wargo	<u>Present</u>
Mr. Beal	<u>Present</u>
Mr. Joseph O'Malley	<u>Present</u>
Ms. Rocco	<u>Present</u>

Pledge of Allegiance: President Pro Tem Wargo led the assembly in the Pledge of Allegiance.

Approval of Agenda

Motion by Mr. Beal
Seconded by Ms. Rocco

Roll Call Vote:

Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. Joseph O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

Acknowledgement of Visitors: President Pro Tem Wargo welcomed all visitors in attendance.

*Hearing of Public (15 minutes) Agenda Items – None.

A. Action Items

- | | |
|---|---------------|
| 1. Resolution to Appoint New Board Member | Exhibit A-1 |
| 2. Swearing In of Board Member | |
| a. Oath of Office | Exhibit A-2-a |

B. Election of Officers

- | | |
|--|---------------|
| 1. Resolution to Elect the Board President for 2004 | Exhibit B-1 |
| a. Administering the "Oath of Office" to the
Board's President by the Treasurer | Exhibit B-1-a |

*****New President Conducts the Meeting*****

- | | | |
|-------------------------------------|---|---------------|
| 2. | Resolution to Elect the Board Vice-President for 2004 | Exhibit B-2 |
| a. | Administering the "Oath of Office" to the Board's Vice President by the Treasurer | Exhibit B-2-a |
| 3. | Resolution to Authorize the Treasurer to File Form 904 (Certification of Members and Officers of the Board) | Exhibit B-3 |
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C. Board Organizational Matters | | |
| 1. | Resolution to Adopt a Tentative Board Meeting Calendar for 2004 | Exhibit C-1 |
| 2. | Resolution to Approve the Purchase of Liability Insurance for Each Board Member | Exhibit C-2 |
| 3. | Resolution to Establish a Board Service Fund for 2004 | Exhibit C-3 |
| 4. | Resolution to Appoint Board Member as OSBA Legislative Liaison and Student Achievement Liaison | Exhibit C-4 |
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D. Other Organizational Matters | | |
| 1. | Resolution to Fix, Accept and Approve Surety Bonds for Board Members, Superintendent of Schools and Director of Business Affairs | Exhibit D-1 |
| 2. | Resolution to Purchase Liability Insurance for the following:
Treasurer
Superintendent
Administrative Staff
Teaching Staff
Support Staff
Volunteers | Exhibit D-2 |
| 3. | Resolution to Authorize Treasurer to Secure Advances | Exhibit D-3 |
| 4. | Resolution to Authorize Transfer of Funds | Exhibit D-4 |
| 5. | Resolution to Approve Standing Authorizations | Exhibit D-5 |
| 6. | Resolution to Permit Board Members, Superintendent and Treasurer to Attend Appropriate Seminars and Conferences | Exhibit D-6 |
| 7. | Resolution to Appoint School Attorney | Exhibit D-7 |
| 8. | Resolution to Approve Board of Education Membership in OSBA & OSBA Legal Assistance Fund, Greater Cleveland School Boards Association, Westlake Chamber of Commerce, Alliance for Adequate School Funding | Exhibit D-8 |
| 9. | Resolution to Appoint Superintendent as Purchasing Agent/Authority | Exhibit D-9 |
| 10. | Resolution to Appoint Asbestos Coordinator, ADA Compliance Officer, Safety Coordinator and Records Retention Officer | Exhibit D-10 |
| 11. | Resolution to Appoint Title IX Hearing Officer, Discrimination Hearing Officer, Sexual Harassment Hearing Officer, Suspension Hearing Officer, Expulsion Hearing Officer | Exhibit D-11 |

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|-----|--|--------------|
| 12. | Resolution to Reaffirm the Vision Statement and Mission Statement of the Westlake City Schools | Exhibit D-12 |
| 13. | Resolution to Reaffirm Board of Education Belief Statements | Exhibit D-13 |
| 14. | Resolution to Reaffirm Framework for Board Operations | Exhibit D-14 |
- E. 1. Approval of Annual Tax Budget for Fiscal Year 2004-2005 Exhibit E-1
- F. *Meeting Open to the Public – No participation.
- G. Board Items
The Board briefly discussed other issues.
- There will be no board meeting on January 15, 2004 as per the adopted schedule.
 - Mr. O'Malley was appointed as board representative to the Recreation Committee.
- C. Adjournment
President LeChaix adjourned the meeting at 8:11 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.

RESOLUTION TO APPOINT NEW BOARD MEMBER

RESOLVED THAT
the Westlake Board of Education approve the appointment of Thomas LeChaix to the Board of Education effective immediately.

Board Discussion:

- Mr. O'Malley felt it was unfortunate to have to appoint a new board member. He indicated there were many qualified applicants for the recently vacated board seat. He further stated he will vote against the appointment of Mr. LeChaix but will respect the judgment of the other board members.

Motion by _____ Ms. Rocco

Seconded by _____ Mr. Beal

Roll Call Vote:

Mrs. D'Ettorre Wargo	_____ AYE
Mr. Beal	_____ AYE
Mr. O'Malley	_____ NAY
Ms. Rocco	_____ AYE

EXHIBIT A-2-a

OATH OF OFFICE OF BOARD MEMBER

THOMAS LECHAIX

I, Thomas LeChaix, 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/ Thomas LeChaix

Signature of Board Member

Sworn to and subscribed before me, January 12, 2004.

/s/ Mark Pepera

Signature of Oath Administrator

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 2004;

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

1st Nominee: Mr. LeChaix
Nominated by: Ms. Rocco
Seconded by: Mrs. D'Ettorre Wargo

2nd Nominee: Mr. Beal
Nominated by: Mr. O'Malley

BE IT RESOLVED that the nominations for President of the Board of Education be closed.

Motion by Ms. Rocco
Seconded by Mr. Beal

Roll Call Vote:

Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. LeChaix	<u>AYE</u>

Board Discussion:

- Mr. Beal is flattered to be nominated by Mr. O'Malley. He indicated his willingness to serve, but indicated he may not be able to commit the time that is necessary for the position.
- Mr. O'Malley, referring to the Board Framework, feels strongly that Mr. Beal or any of the other current incumbents should be the appropriate spokesman for the Board.

WHEREAS the board voted on the nominees for the position of President of the Board of Education for the calendar year 2004 with the results as follows:

David Beal	<u>Mr. LeChaix</u>
Joseph O'Malley	<u>Mr. Beal</u>
Andrea Rocco	<u>Mr. LeChaix</u>
Renee D'Ettorre Wargo	<u>Mr. LeChaix</u>
Thomas LeChaix	<u>Mr. LeChaix</u>

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 2004.

President: Mr. LeChaix

January 12, 2004
04-14

EXHIBIT B-1-a

PRESIDENT'S OATH OF OFFICE

I, Thomas LeChaix, do solemnly swear (or affirm) that I will support the Constitution of the United States of American, 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/ Thomas LeChaix
Signature of Board President

Sworn to and subscribed before me, January 12, 2004.

/s/ Mark Pepera
Signature of Oath Administrator

EXHIBIT B-2
RES. #04-3

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 2004;

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

1st Nominee: Mrs. D'Ettorre Wargo
Nominated by: Ms. Rocco
Seconded by: Mr. O'Malley

BE IT RESOLVED that the nominations for Vice-President of the Board of Education be closed.

Motion by Ms. Rocco
Seconded by Mrs. D'Ettorre Wargo
Roll Call Vote:
Mr. Beal AYE
Mr. O'Malley AYE
Ms. Rocco AYE
Mrs. D'Ettorre Wargo AYE
Mr. LeChaix AYE

WHEREAS the board voted on the nominees for the position of Vice-President of the Board of Education for the calendar year 2004 with the results as follows:

David Beal	<u>Mrs. D'Ettorre Wargo</u>
Joseph O'Malley	<u>Mrs. D'Ettorre Wargo</u>
Andrea Rocco	<u>Mrs. D'Ettorre Wargo</u>
Renee D'Ettorre Wargo	<u>Mrs. D'Ettorre Wargo</u>
Thomas LeChaix	<u>Mrs. D'Ettorre Wargo</u>

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 2004.

Vice-President: Mrs. D'Ettorre Wargo

VICE-PRESIDENT'S OATH OF OFFICE

I, Renee D'Ettorre Wargo 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/ Renee D'Ettorre Wargo
Signature of Board Vice-President

Sworn to and subscribed before me, January 12, 2004.

/s/ Mark Pepera
Signature of Oath Administrator

EXHIBIT B-3
RES. #04-4

CERTIFICATE OF NAMES OF MEMBERS AND OFFICERS
(ORC 3313.14)

RESOLVED THAT

the Westlake City Schools Board of Education authorize the Treasurer to file Form 904, Certification of Members and Officers of the Board of Education, as follows:

Treasurer's Office, Westlake City School District, Westlake, Ohio, January 12, 2004

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, 2004 and duly qualified, with the post office address of each.

Name	PO Address	Term Expires
Mr. Joseph O'Malley	3408 Balsam Drive Westlake, OH 44145	12/31/07
Mrs. Renee D'Ettorre Wargo	28203 Preston Place Westlake, OH 44145	12/31/07
Mr. David Beal	2155 Macon Court Westlake, OH 44145	12/31/05
Ms. Andrea Rocco	3110 Dover Center Rd. Westlake, OH 44145	12/31/05
Mr. Thomas LeChaix	28025 Southbridge Circle Westlake, OH 44145	12/31/05

Treasurer
Westlake City Schools Board of Education

Motion by Mrs. D'Ettorre Wargo

Seconded by Mr. O'Malley

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

RESOLUTION TO ADOPT TENTATIVE
BOARD MEETING CALENDAR FOR 2004

RESOLVED THAT
the Westlake City Schools Board of Education adopt a tentative Board meeting calendar for 2004
as follows:

2004 WESTLAKE SCHOOL BOARD CALENDAR
(1st and 3rd Thursday)

OFFICIAL MEETING DATES

All meetings are held at the Administration Building at 7:00 p.m.

27200 Hilliard Blvd.
ORC 3313.15

January 12	Organizational Meeting
February 5	Regular Meeting - Work Session
*February 18	Regular Meeting
March 4	Regular Meeting - Work Session
March 18	Regular Meeting
April 1	Regular Meeting - Work Session
*April 22	Regular Meeting
May 6	Regular Meeting - Work Session
May 20	Regular Meeting
June 3	Regular Meeting - Work Session
June 17	Regular Meeting
August 5	Regular Meeting - Work Session
August 19	Regular Meeting
September 2	Regular Meeting - Work Session
September 16	Regular Meeting
October 7	Regular Meeting – Work Session
October 21	Regular Meeting
November 4	Regular Meeting – Work Session
November 18	Regular Meeting
December 2	Regular Meeting – Work Session
December 16	Regular Meeting

***Denotes changes in meeting dates.**

Regular meetings are held the 3rd Thursday of each month at 7:00 p.m. with the exception of the following:

February 18, 2004 (3rd Wednesday)
April 22, 2004 (4th Thursday)

Board comments regarding proposed meeting schedule:

- Beal – The second and fourth Thursdays work better for him.
- O'Malley – Is hopeful the Board could meet on the second and fourth Thursdays or another day that wouldn't conflict with other meeting times of local public bodies.
- Wargo – The first and third Thursdays haven't been an issue for the newspapers in the past. She'd like to know what the issues are now and why no one has brought this to her attention.
- Beal – Is open to another meeting day besides Thursday. Tuesday or Wednesday would work.
- Costanza – Indicated to the Board he has a conflict on Tuesdays.
- Rocco – Would need to check her calendar to change the current meeting day, but indicated the first and third Thursdays work well for her.
- Wargo – Would need to check her calendar as well. Historically, she commented that Thursdays have been the traditional meeting day and is comfortable with the proposed schedule.

Motion by Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

APPROVAL OF LIABILITY INSURANCE

BOARD OF EDUCATION MEMBERS
and
BOARD OF EDUCATION AS AN ENTITY

WITNESS our hands, this twelfth day of January, 2004.

WHEREAS, the Westlake City Schools Board of Education may purchase liability insurance for its individual members, 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 and \$6,000,000 umbrella of liability insurance for the individual members of the Westlake City Schools Board of Education and the Westlake City Schools Board of Education as an entity.

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

Motion by Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT C-3
RES. #04-7

ESTABLISHMENT OF BOARD OF EDUCATION SERVICE FUND
(ORC 3315.15)

WITNESS our hands, this twelfth day of January, 2004.

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, 2004.

Motion by Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

January 12, 2004
04-22

EXHIBIT C-4

RESOLUTION TO APPOINT BOARD MEMBER AS
OSBA LEGISLATIVE LIAISON AND STUDENT ACHIEVEMENT LIAISON

RESOLVED THAT

the Westlake City Schools Board of Education appoint Ms. Andrea Rocco as the 2004 OSBA Legislative Liaison for the Westlake City Schools, and appoint Mr. Joseph O'Malley as the 2004 OSBA Student Achievement Liaison (job descriptions attached).

Legislative Liaison Job Description:

Each of Ohio's public school boards should appoint one member, at the January organizational meeting, to serve as their district's Legislative Liaison. (Each school district should inform OSBA of the appointment, as soon as possible. This appointment should be reflected on the OSBA roster form.) The Legislative Liaisons are a vital part of OSBA's legislative advocacy program because local board members are uniquely positioned to communicate to their legislators the local impact of the decisions made in the legislature. Each Legislative Liaison has four main objectives:

1. To share, at least on a monthly basis, information from OSBA about state and federal education-related legislation with their fellow board members.
2. To encourage their school board colleagues to contact their legislators on important legislative issues;
3. To establish and maintain relationships with their legislators and;
4. To join KidsPAC, OSBA's political action committee, and to encourage other board members to join as well.

Furthermore, each Legislative Liaison is strongly encouraged to subscribe to *Facts in a Flash*, OSBA's weekly legislative update. *Facts in a Flash* is distributed via e-mail and is an excellent resource for staying informed on legislative proposals and hearing schedules. To subscribe, contact OSBA's Legislative Services Division via e-mail at: j_economus@osba-ohio.org. (There is no cost associated with this service.)

Student Achievement Liaison Job Description:

Each of Ohio's public school boards should appoint one member, at the January organizational meeting, to serve as their district's student achievement liaison. (Each school district should inform OSBA of the appointment, as soon as possible. This appointment should be reflected on the OSBA roster form.) The student achievement liaisons are a vital part of OSBA's Student Achievement Initiative as the links between individual school boards and the Student Achievement Leadership Team (SALT). Each Student achievement liaison has four main objectives:

1. To share, at least on a monthly basis, information about ways to improve student achievement with their fellow board members.
2. To encourage their school board colleagues to focus on improving student achievement;
3. To establish and maintain relationships with their academic booster groups and;
4. To participate in SALT activities, and to encourage other board members to do so as well. There are several SALT events during Capital Conference and usually one free workshop in the spring.

Furthermore, each student achievement liaison *Success*, OSBA's monthly SALT newsletter. *Success* is distributed only to student achievement liaison, and liaisons are encouraged to share the information with fellow board members and administrative staff.

January 12, 2004
04-25

EXHIBIT D-1
RES. #04-8

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

Know all men 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 twelfth day of January, 2004.

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.

President

Vice President

Board Member

Board Member

Board Member

Superintendent of Schools

Director of Business Affairs

January 12, 2004
04-26

EXHIBIT D-1
(Continued)

The above bond, with sureties thereon, is approved by us, this twelfth day of January,
2004.

BOARD OF EDUCATION OF
WESTLAKE CITY SCHOOL DISTRICT

Motion by Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT D-2
RES. #04-9

APPROVAL OF LIABILITY INSURANCE
(ORC 3313-2203)

WITNESS our hands, this twelfth day of January, 2004.

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 and \$6,000,000 umbrella of liability insurance for following individuals/groups:

Treasurer
Superintendent
Administrative Staff
Teaching Staff
Support Staff
Volunteers

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

Motion by Mrs. D'Ettorre Wargo

Seconded by Mr. O'Malley

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

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

WITNESS, our hands this twelfth day of January, 2004.

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 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 Treasurer of the Westlake City Schools Board of Education be and he is 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 Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT D-4
RES. #04-11

AUTHORIZE TRANSFER OF FUNDS

WITNESS, our hands this twelfth day of January, 2004.

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 DBK 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 Treasurer and approved by the Superintendent.

Motion by Mr. Beal

Seconded by Mrs. D'Ettorre Wargo

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

RESOLUTION FOR STANDING AUTHORIZATIONS

WHEREAS, the Westlake City Schools Board of Education places responsibility for the financial management of the district on the 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 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 2004 to be exercised by the 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, inservice and other similar meetings that are held outside of the normal school day or outside of the normal workplace.

EXHIBIT D-5
(Continued)

- 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, Pre-School, 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.
- 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, 2004

Motion by Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

RESOLUTION TO ATTEND SEMINARS/CONFERENCES

WHEREAS, the Board of Education Members, superintendent, and 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 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 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. D'Ettorre Wargo

Seconded by Mr. Beal

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT D-7
RES. #04-14

RESOLUTION TO APPROVE SCHOOL ATTORNEY
(ORC 3313.203 & 3317.171)

WHEREAS, specialized legal services are necessary from time to time for the management, control, defense, or other purposes of the school district's schools, employees, and assets; and,

WHEREAS, statutes and the board's discretionary powers permit employment or retention of temporary, as needed, on-call, on-demand legal counsel in addition to the counsel appointed by statute,

NOW, THEREFORE, BE IT RESOLVED under the provisions of ORC 3313.203, ORC 3317.171, and ORC 3313.47, the legal 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 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:

Ulmer & Berne
Bond Court Building - Suite 900
1300 E. 9th Street
Cleveland, Ohio 44114

Squire, Sanders & Dempsey
4900 Key Tower
127 Public Square
Cleveland, Ohio 44114-1304

Riley Law Firm
29932 Sycamore Oval
Westlake, Ohio 44145

Pepple & Waggoner
5005 Rockside Road
Suite 260
Independence, Ohio 4414

Effective date: January 1, 2004

Board Discussion:

- Beal – What process do we utilize to select attorneys?
- Superintendent Costanza – Request for Proposals for general counsel were completed several years ago. There are no current request for proposals.
- O'Malley – What is the hourly rate for legal counsel?
- Superintendent Costanza – The hourly rate depends upon the individual attorney performing the work.
- O'Malley - Do other board members have any feelings for these recommendations?
- Rocco – She indicated the administration has not expressed any concerns over the counsel the board has employed in the past or is being asked to approve.

Motion by _____ Mrs. D'Ettorre Wargo

Seconded by _____ Ms. Rocco

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT D-8
RES. #04-15

RESOLUTION TO APPROVE BOARD OF EDUCATION MEMBERSHIP
IN OSBA AND OSBA LEGAL ASSISTANCE FUND, GREATER CLEVELAND
SCHOOL BOARDS ASSOCIATION, WESTLAKE CHAMBER OF COMMERCE,
ALLIANCE FOR ADEQUATE SCHOOL FUNDING

RESOLVED THAT

the Westlake City Schools Board of Education approve continued membership in the Ohio School Boards Association and the Ohio School Boards Association Legal Assistance Fund, Greater Cleveland School Boards Association, Westlake Chamber of Commerce and Alliance for Adequate School Funding for calendar year 2004 as indicated below:

Ohio School Boards Association	\$4,917
Basic Membership	\$ 4,633
Briefcase	\$ 99
School Management News	\$ 185
Legal Assistance Fund	\$ 250
Greater Cleveland School Boards Association	\$ 50
Westlake Chamber of Commerce	\$ 385
Alliance for Adequate School Funding	\$2,700

Motion by Mrs. D'Ettorre Wargo

Seconded by Mr. O'Malley

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

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: James F. Costanza

Motion by _____ Ms. Rocco

Seconded by _____ Mrs. D'Ettorre Wargo

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT D-10
RES. #04-17

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

RESOLVED THAT

the Westlake City Schools Board of Education appoint Gary Slocum, Director of Business Affairs, as the following for the District for 2004:

- 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 Ms. Rocco

Seconded by Mrs. D'Ettorre Wargo

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

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 approve James Costanza or his designee as the following for the District for 2004:

- Title IX Hearing Officer (Board Policy ACA/ACA-R)
- Nondiscrimination Hearing Officer (Board Policy AC)
- Sexual Harassment Hearing Officer (Board Policy ACAA)
- Suspension Hearing Officer (3313.66-3313.661)
- Expulsion Hearing Officer (3313.66-3313.661)

Motion by Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT D-12
RES. #04-19

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

RESOLVED THAT
the Westlake Board of Education reaffirm 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, positive learning environment. Our district will be characterized by 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 Mrs. D'Ettorre Wargo

Seconded by Mr. O'Malley

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

RESOLUTION TO REAFFIRM BOARD OF EDUCATION
BELIEF STATEMENTS

RESOLVED THAT

the Westlake Board of Education reaffirm 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 Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT D-14
RES. #04-21

RESOLUTION TO REAFFIRM FRAMEWORK
FOR BOARD OPERATIONS

RESOLVED THAT

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

1. Members of this Board vote individually but act as one as determined by the majority of the Board.
2. This Board is a single unit with five contributing members.
3. The strength of this Board is in the diversity of its members.
4. The president of this Board acts as the spokesperson for this Board.
5. Board members represent this Board as a whole.
6. Members of this Board realize that we cannot be all things to all people.
7. This Board believes that all people should be treated with dignity and respect.
8. The customers of this Board are our students and our taxpayers.
9. 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.
10. This Board, the Superintendent and the Treasurer will work together as a team.
11. 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.

Motion by Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

RESOLUTION TO APPROVE 2004-2005 TAX BUDGET

RESOLVED THAT
the Westlake Board of Education approve the 2004-2005 tax budget.

Motion by Mrs. D'Ettorre Wargo

Seconded by Mr. Beal

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Ms. Rocco	<u>AYE</u>