

**WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION MINUTES**

**Thursday, November 18, 2004 – 7:00 p.m. – Regular Meeting
Administration Building – Board Room
27200 Hilliard Blvd.**

Call to Order: Time: 7:01 p.m.

Roll Call:

Mr. LeChaix:	<u>Present</u>	
Mrs. D'Ettorre Wargo	<u>Present</u>	
Mr. Beal	<u>Absent</u>	Entered the meeting at 7:08 p.m.
Mr. O'Malley	<u>Absent</u>	Entered the meeting at 7:05 p.m.
Ms. Rocco	<u>Present</u>	

Pledge of Allegiance: President LeChaix led the assembly in the Pledge of Allegiance.

Acknowledgment of Visitors: President LeChaix welcomed all visitors in attendance.

Approval of Agenda

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>
Ms. Rocco	<u>AYE</u>

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

A. Approval of Minutes

1. Work Session Meeting of October 7, 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>
Ms. Rocco	<u>AYE</u>

2. Special Meeting of October 14, 2004

Motion by Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix AYE

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

3. Regular Meeting of October 21, 2004

Motion by Ms. Rocco

Seconded by Mrs. D'Ettorre Wargo

Roll Call Vote:

Mr. LeChaix AYE

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

4. Special Meeting of October 28, 2004

Motion by Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix AYE

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. O'Malley entered the meeting at 7:05 p.m.

B. Superintendent's Report

1. Literacy Intervention

Mr. Beal entered the meeting at 7:08 p.m.

- Jim Lloyd, Marilyn Krock, Trudy Pauken and Leslie Telloni provided an overview of the Westlake Reading Intervention Program. The program utilizes three tiers: good teaching, intervention and progress monitoring, and special education intervention.

O'Malley: How can the Board evaluate the investment in the program?

Lloyd: It's hard to measure learning in the absence of intervention in terms of actual dollars, but improvement can be seen from improved reading scores.

C. Special Reports and Recognitions

1. WHS National Honor Society Semi-Finalists and Commendations Exhibit C-1
2. Jon Thompson – VFW National Citizenship Education Teacher Exhibit C-2
Award – Middle School Level – State of Ohio

President LeChaix declared a brief recess at 7:46 p.m. and resumed the meeting at 7:51 p.m.

D. Treasurer's Report/Recommendations

1. Action Items

- | | |
|--|---------------|
| a. Resolution to Accept Funds | Exhibit D-1-a |
| b. Resolution to Establish FY05 Appropriations | Exhibit D-1-b |
| c. Resolution to Adjust FY05 Appropriations | Exhibit D-1-c |
| d. Resolution to Authorize Treasurer to Transfer Funds | Exhibit D-1-d |
| e. Resolution to Approve Kaiser Permanente Contract | Exhibit D-1-e |

E. CAC Report – None.

F. New Business

1. Action Items

- | | |
|---|-----------------|
| a. Resolution to Accept Gifts and Contributions | Exhibit F-1-a |
| b. Resolutions to Approve Staff Recommendations | |
| 1. Resolution to Approve Reclassification of Certificated Staff Members | Exhibit F-1-b-1 |
| 2. Resolution to Approve FMLA and Parental Leave for Certificated Staff Members | Exhibit F-1-b-2 |
| 3. Resolution to Approve Certificated Substitutes and Long-Term Substitutes | Exhibit F-1-b-3 |
| 4. Resolution to Approve Certificated Supplemental Resignations and Contracts | Exhibit F-1-b-4 |
| 5. Resolution to Approve Employment, Leave of Absence and Substitutes for Classified Staff Members | Exhibit F-1-b-5 |
| 6. Resolution to Approve Home Instruction | Exhibit F-1-b-6 |
| c. Resolutions to Approve Agreement for Admission of Tuition Pupils | Exhibit F-1-c |
| d. Resolutions to Approve Field Trip | Exhibit F-1-d |
| e. Resolution to Adopt Tentative Agreement with Westlake Teachers Association on Contract Extension | Exhibit F-1-e |
| f. Resolution to Increase Administrative Base Salary and Adjust Fringe Benefits | Exhibit F-1-f |

G. Director of Business Affairs Report

Gary Slocum reported on the following District projects:

- The first session of IBB bargaining went well with OAPSE.
- Permanent power to the Performing Arts Center will be received on Monday, November 22, 2004.
- Indicated every free and reduced lunch application will be audited.
- The donor wall project for the Performing Arts Center is progressing.

H. Director of Curriculum & Instruction Report

Ray Conti reported on the following District initiatives:

- The District held an inservice on November 2, 2004:
 - K-4: Mapping of language arts and developing assessments.
 - 5-6: Mapping of curriculum.
 - 7-12: Dr. Clay talked about the results of the District test scores.

I. *Meeting Open to Public (15 Minutes) – No participation.

J. Board Items

1. Resolution to Approve Reappointment of Porter Public Library Trustee Exhibit J-1

Beal: How have the new report cards been received?

Superintendent Costanza: Good.

Superintendent Costanza distributed a draft of the Performing Arts Center manager job advertisement. The Board unanimously agreed the description in the ad.

Superintendent Costanza distributed a tentative timeline for the Westlake City School District Communication Plan and terms of a proposed contract with Burges & Burges consultants.

Beal: Voiced some concern about the process in constructing a Blue Ribbon Finance Committee.

K. Adjourn to Executive Session

Time: 9:07 p.m.

Purpose: To discuss administrative contracts

Motion by Mr. Beal

Seconded by Mr. LeChaix

Roll Call Vote:

Mr. LeChaix AYE

Mrs. D'Ettorre Wargo AYE

Mr. Beal AYE

Mr. O'Malley AYE

Ms. Rocco AYE

Others in attendance: None.

Adjourn Executive Session and Return to Regular Session

Time: 9:30 p.m.

L. Adjournment

President LeChaix adjourned the meeting at 9:31 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 RECOGNIZE WESTLAKE HIGH SCHOOL
NATIONAL MERIT SEMI-FINALISTS AND COMMENDED STUDENTS

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates the following Westlake High School National Merit Semi-Finalists and Commended Students.

Semi-Finalists

Amy DiBiasio
Jingbo Fan
Margaret Grady
Aravind Reddy
Jonathan Simon
Benjamin Stark

Commended Students

Matthew Bishop
Yue Gao
Jonathan Munch
Stephanie Ormston
Doug Raiff
Mark Swanson
Steven Turk
Peter Wadden

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-2
RES. 04-319

RESOLUTION TO RECOGNIZE CERTIFICATED STAFF MEMBER
FOR VFW NATIONAL CITIZENSHIP EDUCATION TEACHER AWARD - OHIO

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates the Jon Thompson, 8th Grade Lee Burneson Middle School Teacher, for being recognized by the Veterans of Foreign War as National Citizenship Education Teacher in Ohio, Middle School Level, for 2003-2004.

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>

RESOLUTION TO ACCEPT FUNDS

RESOLVED THAT

the Westlake Board of Education accept the following funds:

<u>State Funds</u>	<u>Amount</u>	<u>Fund</u>	<u>Special Cost Center</u>
SchoolNet Plus Grade 7 Fiscal Year 2005	\$ 36,225.00	450	9456

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>

EXHIBIT D-1-b
RES. 04-321

RESOLUTION TO ESTABLISH FY05 APPROPRIATIONS

RESOLVED THAT
the Westlake Board of Education establish the following FY05 appropriations:

SchoolNet Plus Grade 7 Fiscal Year 2005

Account	Amount
450-1100-600-9456	\$36,225.00
Equipment	

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>

RESOLUTION TO ADJUST FY05 APPROPRIATIONS

RESOLVED THAT
the Westlake Board of Education adjust the following FY05 appropriations:

GENERAL FUND

Account	From	To	Difference
001-1100-500 Gen. Instruction-Supplies	\$425,211.07	\$425,097.11	(\$113.96)
001-1100-600 Gen. Instruction-Equipment	\$84,443.01	\$84,549.01	\$106.00
001-1200-400 Spec. Instruction-Purchased Services	\$1,696.59	\$2,066.37	\$369.78
001-1300-500 Vocational Instruction-Supplies	\$6,050.00	\$6,057.96	\$7.96
001-2100-400 Support Services Pupils-Purchased Serv.	\$465,350.00	\$465,246.60	(\$103.40)
001-2200-500 Support Services Instruct. Staff-Supplies	\$115,591.89	\$115,485.89	(\$106.00)
001-2200-600 Support Services Instruct. Staff-Equip	\$187.11	\$293.11	\$106.00
001-2300-800 Support Services BOE-Other	\$8,690.00	\$8,252.99	(\$437.01)
001-2400-400 Admin-Purchased Services	\$355,849.40	\$355,158.02	(\$691.38)
001-2400-800 Admin-Other	\$64,622.80	\$65,059.81	\$437.01

EXHIBIT D-1-c
(Continued)

001-2700-500			
Maintenance-Supplies	\$215,050.00	\$214,850.00	(\$200.00)
001-2700-700			
Maintenance-Replacement Equip.	\$35,000.00	\$35,200.00	\$200.00
001-2800-400			
Transportation-Purchased Services	<u>\$230,779.64</u>	<u>\$231,204.64</u>	<u>\$425.00</u>
Total	\$2,008,521.51	\$2,008,521.51	\$0.00

Montessori Children's School 2004-2005

Account	From	To	Difference
401-3200-400-9505	\$1,400.00	\$2,081.34	\$681.34
Purchased Services			
401-3200-500-9505	<u>\$17,500.00</u>	<u>\$21,808.54</u>	<u>\$4,308.54</u>
Supplies and Materials			
Total	\$18,900.00	\$23,889.88	\$4,989.88

Westlake Montessori School 2004-2005

Account	From	To	Difference
401-3200-400-9605	\$200.00	\$302.99	\$102.99
Purchased Services			
401-3200-500-9605	<u>\$5,800.00</u>	<u>\$7,271.85</u>	<u>\$1,471.85</u>
Supplies and Materials			
Total	\$6,000.00	\$7,574.84	\$1,574.84

EXHIBIT D-1-c
(Continued)

St Paul 2004-2005

Amount	From	To	Difference
401-3200-100-9705 Salaries and Wages	\$47,500.00	\$60,000.00	\$12,500.00
401-3200-200-9705 Benefits	\$18,500.00	\$35,812.63	\$17,312.63
401-3200-400-9705 Purchased Services	\$26,000.00	\$39,125.08	\$13,125.08
401-3200-500-9705 Supplies and Materials	<u>\$36,400.00</u>	<u>\$27,395.37</u>	<u>(\$9,004.63)</u>
Total	\$128,400.00	\$162,333.08	\$33,933.08

St. Bernadette 2004-2005

Amount	From	To	Difference
401-3200-100-9805 Salaries and Wages	\$16,000.00	\$21,000.00	\$5,000.00
401-3200-200-9805 Benefits	\$11,400.00	\$15,064.96	\$3,664.96
401-3200-400-9805 Purchased Services	\$114,200.00	\$146,329.00	\$32,129.00
401-3200-500-9805 Supplies and Materials	<u>\$64,500.00</u>	<u>\$78,890.80</u>	<u>\$14,390.80</u>
Total	\$206,100.00	\$261,284.76	\$55,184.76

EXHIBIT D-1-c
(Continued)

Le Chaperon Rouge 2004-2005

Account	From	To	Difference
401-3200-400-9905 Purchased Services	\$1,100.00	\$1,445.04	\$345.04
401-3200-500-9905 Supplies and Materials	\$24,550.00	\$31,181.12	\$6,631.12
401-3200-600-9905 Equipment	<u>\$3,000.00</u>	<u>\$3,500.00</u>	<u>\$500.00</u>
Total	\$28,650.00	\$36,126.16	\$7,476.16

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>

RESOLUTION TO AUTHORIZE TREASURER TO TRANSFER FUNDS

RESOLVED THAT

the Westlake Board of Education authorize the Treasurer to transfer \$10,000 from the General Fund (001) to the Athletic Fund (300).

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-1-e
RES. 04-324

RESOLUTION TO APPROVE KAISER PERMANENTE CONTRACT

RESOLVED THAT

the Westlake Board of Education approve the Kaiser Permanente contract covering the period December 1, 2004 through November 30, 2005.

2004 Renewal for Westlake Schools
Group #0555

Monthly Rates Effective
December 1, 2004 through November 30, 2005

	CURRENT RATES	RENEWAL RATES
SINGLE:	\$306.66	\$355.61
FAMILY:	\$809.62	\$938.85

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 TO ACCEPT
GIFTS AND CONTRIBUTIONS
(ORC 3313.36)

RESOLVED THAT

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

Hilliard Lakes Golf Course Mr. Ron Zaleski 31666 Hilliard Blvd. Westlake, OH 44145	Donated the use of the golf course and driving range valued at \$1,793.00 to the Girls Golf team at Westlake High School for use during the girls golf season.
Mike Bass Ford P.O. Box 844 Lorain, OH 44052-0844	Donated \$100.00 to the Boys Basketball team at Westlake High School to purchase two game balls.
Conrad's Total Car Care & Tire Centers 14577 Lorain Road Cleveland, OH 44111	Donated \$200.00 to the Boys Basketball team at Westlake High School to purchase four game balls.
Ron Cillian Insurance Agency 27070 Detroit Road Westlake, OH 44145	Donated \$50.00 to the Boys Basketball team at Westlake High School to purchase a game ball.
Louis and Marsha Stellato 3365 Arbor Way Westlake, OH 44145	Donated \$30.00 to the Football Cheerleaders at Westlake High School for purchasing supplies.
Coastline Mortgage Company 209 S. Main Street, Suite 4 Amherst, OH 44001	Donated \$50.00 to the Boys Basketball team at Westlake High School to purchase a game ball.
Jim and Karen McCready 3251 Royal Oak Court Westlake, OH 44145	Donated \$50.00 to the Techmates Club at Westlake High School to purchase ink cartridges for the large scale plotter in the technical drawing/design classes.

EXHIBIT F-1-a
(Continued)

Mr. Jimmy Y. Lee 29798 Schwartz Road Westlake, OH 44145	Donated \$50.00 to WHBS-TV at Westlake High School to help purchase a new digital switcher to replace the old editing system in the studio.
Huntington Playhouse Mr. Thomas Meyrose, Director 28601 Lake Road Bay Village, OH 44140	Donated \$60.00 (four show tickets at \$15.00 each) to WHBS-TV at Westlake High School to give out to student athletes or coaches on the <i>Demon Zone</i> show.
The T-Spot Holly Benko, Manager 4665 Great Northern Blvd. North Olmsted, OH 44070	Donated \$100.00 (ten gift certificates at \$10.00 each) to WHBS-TV at Westlake High School to award to a student athlete on the ten winter <i>Demon Zone</i> shows.
Cyrid Media, Inc. Mr. Mark Dolan 26650 Renaissance Parkway Cleveland, OH 44128	Donated a new digital opening and closing for the 2005 Southwest Conference Boys and Girls Basketball broadcasts valued at \$600.00 to WHBS-TV at Westlake High School.
Spero-Smith Investment Advisors Mr. Bob Smith 3601 Green Road, Suite 102 Beachwood, OH 44122	Donated \$650.00 to WHBS-TV at Westlake High School. A \$500.00 scholarship will be awarded to a graduating WHBS-TV senior, and \$150.00 will be used to help purchase a new digital switcher in the studio.
Mr. and Mrs. Ronald Dewsnup 26905 Morgan Run Westlake, OH 44145	Donated a used studio piano to the Choral Department at Westlake High School to replace an existing, but non-repairable, piano.
Mark and Karen Schmidt 571 Lindford Drive Bay Village, OH 44140	Donated \$500.00 to the TechMates Club at Westlake High School to purchase 3D software for the advanced technical drawing/design classes.

Motion by Mr. O'Malley

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>

RESOLUTION TO APPROVE RECLASSIFICATION
OF CERTIFICATED STAFF MEMBERS

RESOLVED THAT
the Westlake Board of Education approves the reclassification of certificated staff members as follows:

Effective 11-01-04:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Step</u>
Tracy Sicafuse	MA+20	MA+30	12
Dennis Sullivan	MA	MA+10	14

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 F-1-b-2
RES. 04-327

RESOLUTION TO APPROVE FMLA AND PARENTAL LEAVE
FOR CERTIFICATED STAFF MEMBERS

RESOLVED THAT
the Westlake Board of Education approves parental leave and FMLA for certificated staff
members as follows:

Stacey Abfall Dover – Intervention Specialist Parental Leave	Effective: 12-02-04 through 2004-2005 school year
Trina Powers Parkside – Intervention Specialist FMLA – 12 Weeks	Effective: 11-24-04 (approx.)

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>

RESOLUTION TO APPROVE CERTIFICATED SUBSTITUTES
AND LONG-TERM SUBSTITUTES

RESOLVED THAT

the Westlake Board of Education approves certificated substitutes, resignations, and supplemental contracts as follow for the 2004-2005 school year, contingent upon full and complete compliance with all State of Ohio and Westlake Board of Education employment eligibility criteria and paid from General Fund unless otherwise noted.

NEW SUBSTITUTES:

Ann Giunta	Robert Frost	Beverly George	Karen Howe
Katie LaRosa	Michelle Leach	John Learned	William LeBlanc
Elizabeth Shonk-Yager	Marina Velmin	Donna Marie Visi	Erin Murray
Cecilia Wemyss	Adam Mortus		

LONG-TERM SUBSTITUTES:

Cathy DuBois – Special Ed. WHS (for Trina Powers-Maternity Leave)	Effective:	11/24/04 (approximate)
Tracy Howitt – Dover 3 rd Grade (for Tammie Mihet-Maternity)	Effective:	11/09/04
Carrie Kocian – Special Ed. Bassett) (for Tracy Scully-Maternity Leave)	Effective:	11/22/04 (approximate)

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 F-1-b-4
RES. 04-328

RESOLUTION TO APPROVE CERTIFICATED RESIGNATIONS
AND SUPPLEMENTAL CONTRACTS (IN-DISTRICT)

RESOLVED THAT

the Westlake Board of Education approves certificated resignations and supplemental contracts as follow for the 2004-2005 school year, paid from General Fund unless otherwise noted.

RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Step</u>
Dennis Sullivan	Burneson 7 th Grade Boys Basketball Coach	6
Shaun Koski	Burneson 8 th Grade Boys Basketball Coach	2

SUPPLEMENTAL CONTRACTS (In-District):

<u>Name</u>	<u>Position</u>	<u>Step</u>
Dennis Sullivan	Burneson 8 th Grade Boys Basketball Coach	6
Shaun Koski	Burneson 7 th Grade Boys Basketball Coach	2
James Egan	Winter Athletic Contest Advisor	---

SUPPLEMENTAL CONTRACTS – LBMS TEAM LEADERS:

Sue Laposky	Burneson 7 th Grade Sky Team Leader	100%
Todd Milkie	Burneson 7 th Grade Earth Team Leader	100%
Bill Bongers	Burneson 7 th Grade Sea Team Co-Leader	50%
Sandy Sopko	Burneson 7 th Grade Sea Team Co-Leader	50%
Mike Bee	Burneson 8 th Grade Blue Team Leader	100%
Chuck Dubil	Burneson 8 th Grade Red Team Leader	100%
Brad Behrendt	Burneson 8 th Grade Gold Team Leader	100%
Nancy Laing-Driver	Burneson 8 th Grade White Team Co-Leader	25%
Don Jessie	Burneson 8 th Grade White Team Co-Leader	25%
Nancy Rodgers	Burneson 8 th Grade White Team Co-Leader	25%
Mike Wooley	Burneson 8 th Grade White Team Co-Leader	25%

NOTE: Supplemental contract positions are advertised as required by State Standard OAC-3301-27-01 et. seq. The individuals recommended above were determined to be the most qualified applicants.

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>

RESOLUTION TO APPROVE EMPLOYMENT, LEAVE OF ABSENCE,
AND SUBSTITUTES FOR CLASSIFIED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves employment, leave of absence, and substitutes for classified staff members for the 2004-2005 school year as follows:

NEW SUBSTITUTES:

Renee Golick	Clerk/Typist, Secretary, Teacher Asst., Library Asst., Receptionist
Lynda Machuca	Teacher Asst., Library Asst., Supervision Asst., Custodial, Kitchen Helper
Marcella Hall	Bus Driver Substitute

EMPLOYMENT:

Robin Nock	Rate:	Step 0, 2-1/2 hours per day
Bus Driver (was Substitute)	Effective:	10-13-04

LEAVE OF ABSENCE:

Karen Herzberger	Extension to: 01-03-05
Worker's Compensation Leave	

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 F-1-b-6
RES. 04-330

RESOLUTION TO APPROVE HOME INSTRUCTION

RESOLVED THAT

the Westlake Board of Education approves home instruction as follows:

Paul Hammond to provide home instruction for a 504 eligible student for 5 hours per week effective November 5, 2004 at the negotiated rate of pay.

Tabatha Devine to provide home instruction for an IDEA eligible student for 5 hours per week effective November 8, 2004 at the negotiated rate of pay.

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>

November 18, 2004
04-652

EXHIBIT F-1-c
RES. 04-331

RESOLUTION TO APPROVE AGREEMENT
FOR ADMISSION OF TUITION PUPILS

RESOLVED THAT
the Westlake Board of Education approves Agreement for Admission of Tuition Pupils with the
Berea City School District for the 2004-2005 school year.

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 F-1-d
RES. 04-332

RESOLUTION TO APPROVE FIELD TRIP

RESOLVED THAT
the Westlake Board of Education approves the following field trip:

LBMS 8th Grade Trip

American Heritage Tour
Gettysburg, Arlington, Annapolis, Baltimore
Wednesday, June 1 through Friday, June 3, 2005

Motion by Mrs. D'Ettorre Wargo

Seconded by Mr. Beal

Roll Call Vote:

Mr. LeChaix AYE

Mrs. D'Ettorre Wargo AYE

Mr. Beal AYE

Mr. O'Malley AYE

Ms. Rocco AYE

RESOLUTION TO ADOPT TENTATIVE AGREEMENT WITH
WESTLAKE TEACHERS' ASSOCIATION ON CONTRACT EXTENSION

WHEREAS, the Board of Education is party to a collective bargaining agreement with the Westlake Teachers' Association, which contract expires on December 31, 2004; and

WHEREAS, the Board and the Westlake Teachers' Association have engaged in bargaining to address issues of mutual concern relating to the collective bargaining agreement; and

WHEREAS, the bargaining with the Westlake Teachers' Association has produced a tentative agreement on all issues presented in addition to further agreement on the extension of the terms of the amended contract for a period of three years upon the expiration of the current contract; and

WHEREAS, the Board has received notification from the Westlake Teachers' Association that the tentative agreement reached between the parties have been ratified by a vote of the membership of the Westlake Teachers' Association;

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. That the Board hereby adopts the tentative agreement reached with the Westlake Teachers' Association, and attached hereto, as an extension and modification to the present contract which expires December 31, 2004; and
2. The Board hereby further agrees to an extension of the terms of the current contract as amended by the addendum from January 1, 2005 through December 31, 2007, pursuant to the additional terms and conditions set forth in the tentative agreement reached with the Westlake Teachers' Association and attached hereto.
3. The Board hereby adopts the Memorandum of Agreement between the Westlake Teachers' Association and the Westlake City School District Board of Education, and attached hereto, as a modification of the specified terms of the Agreement (November 17, 2004) between the Westlake Teachers' Association and Westlake City Board of Education.

Board Discussion:

Beal: What happens if additional funds are not available during the re-opener?

Superintendent: If the parties can't agree on a viable settlement, the resolution mechanisms in the contract would be initiated.

O'Malley: The union has the right to strike January 1, 2006 if we have no money.

Superintendent: Yes.

O'Malley: With a one-year agreement, the Board could be in a difficult situation.

Rocco: Would think the teachers would be supportive of the District's current fiscal situation.

O'Malley: Seems we still have an issue with a year agreement. He is worried about a situation that might occur. Bottom line wanted contract 18 months.

Beal: How did we get to 12 months? We might want to consider an extension at a later date, if possible.

Superintendent Costanza: The term of the agreement was part of a settlement package accepted by both parties and within the parameters granted by the Board.

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>

**RESOLUTION TO INCREASE ADMINISTRATIVE BASE SALARY
AND ADJUST FRINGE BENEFITS**

RESOLVED THAT the administrative base salary be increased by 3% effective January 1, 2005;

RESOLVED THAT the following changes be made to the administrative fringe benefits as specified in the Administrative Handbook or in individual administrator contracts:

IV. Administrative Fringe Benefits

B. Hospitalization Insurance

The annual open enrollment period for insurance shall be November 20 through December 20.

The Board will pay one hundred percent (100%) of the hospital, surgical, and major medical insurance premium; however, each administrator who opts for family coverage shall have 5% of the insurance premium (to a maximum of \$45 per month) deducted from his/her paychecks per month, and each administrator who opts for single coverage shall have 5% of the insurance premium (to a maximum of \$18 per month) deducted from his/her paychecks per month.

All part-time administrators are eligible for a pro-rata share of their premium to be paid by the Board and are responsible for a 5% premium contribution with maximum computed on a pro-rata share of a full-time administrator.

The lifetime maximum benefit per person shall be \$3,000,000.

C. Medical Coverage

Hospital Services	Option 1 In Network	Option 1 Out of Network
Outpatient Mental Health & Substance Abuse Services	100% after deductible, maximum 30 visits per benefit period	90% after deductible, maximum 30 visits per benefit period

The doctor visit for a Pap test shall be 100% covered.

D. Prescription Drug Coverage

\$20 co-pay for multiple-source drugs (a drug where there is a generic drug available, but the administrator opts for the name brand drug)

\$10 co-pay for single-source drugs (a drug where no generic drug is available)

\$5 co-pay for generic drugs

\$5 co-pay for generic drugs purchased through mail order, \$20 co-pay for single-source drugs purchased through mail order, and \$40 co-pay for multiple-source drugs. All mail order purchases are for a 90-day supply.

EXHIBIT F-1-f
(Continued)

G. Group Term Life Insurance

The Board shall provide term life insurance in the amount of \$70,000 for each administrator.

H. Severance Pay

Modify the maximum number of unused sick days eligible for severance benefit from 224 to 240 (eligible for ¼ of accumulated unused sick day benefit).

K. Payroll Deductions

In addition to those payroll deductions required by law, the following agencies are eligible for payroll deductions:

- * Hospitalization and surgical insurance;
- * Ohio Tuition Authority
- * Section 457 Plan contributions
- * Section 125 Plan contributions
- * 401(a) Plan contributions
- * Ohio Deferred Compensation Plan - Administrators may contribute to the Ohio Deferred Compensation Plan (an Internal Revenue Code Section 457 Plan) by payroll deduction.

K. Section 125 Plan ("Cafeteria Plan")

1. Administrators may contribute to a cafeteria plan established by the Board, including a medical cost Flexible Spending Account (FSA) described in paragraph 3 below.

The Cafeteria Plan will be designed to meet the requirements of Internal Revenue Code ("IRC") Section 125 and applicable regulations. Accordingly, each administrator will have an opportunity on an annual basis to enroll in the Cafeteria Plan. The election to participate must be submitted during the enrollment period of each school year as determined by the Board Treasurer and may not be revoked during the current plan year (January 1st through December 31st) unless there is a change in the administrator's circumstances that, in accordance with IRC Section 125, permits the administrator to change his/her election under the plan (e.g., divorce, death of spouse, change in employment status including employment status affecting a spouse or dependent, birth or adoption of a child, a child losing eligibility for coverage, a court order requiring coverage, or other enrollment rights consistent with federal law). If revoked, any account balance will be governed by paragraph 2.c. Details of the Cafeteria Plan will be provided on an annual basis at the time of enrollment and will also be available through the Board Treasurer's office.

2. Dependent Care FSA

- a. Under the Cafeteria Plan, each administrator will be allowed to make a pre-tax "salary reduction" election up to the maximum amount allowable under IRC Section 129 (currently \$5000 per year), and receive a corresponding credit under a

EXHIBIT F-1-f
(Continued)

dependent care FSA. Under the dependent care FSA, reimbursement may be received for dependent care expenses described in IRC Section 129.

- b. The salary reduction and corresponding credits will be made and issued in twenty-four (24) equal installments beginning with the first pay in January.
- c. No administrator may be entitled to reimbursement from the dependent care account in excess of the amount credited to the account.

3. Health Care FSA

- a. Under the Cafeteria Plan, each administrator will be allowed to make a separate pre-tax "salary reduction" election up to a maximum amount of \$4,000 (exclusive of administrator contributions for health coverage) per year, and receive a corresponding credit under a health care FSA. Under the health care FSA, reimbursement may be received for medical expenses (under IRC Section 213) that are not otherwise reimbursable by the health care plans of the Board or of another employer.
- b. The salary reduction shall be made in twenty-four (24) equal installments.

4. Forfeiture of Unused Allocations

To comply with the requirement of IRC Section 125, amounts remaining in either the dependent care or health care FSA at the end of each plan year will be forfeited. In the event an administrator separates from employment during a plan year with a remaining balance in the FSA account(s), the administrator may continue to receive reimbursements from the account(s) through the end of that plan year.

5. Administrative Fees

Any administrative fees shall be borne by the Section 125 plan participants.

N. Payment and Deferral of Severance Pay/Retirement Incentive Bonus

- 1. Notwithstanding anything in Board policy to the contrary, the Board hereby adopts the "Bencor National Government Employees Retirement Plan" (the "401(a) Plan") and the "Bencor Tax Deferred 403(b) Annuity Plan for Government Employees" Document (the "403(b) Plan") with terms as specified.
- 2. The terms of the 401(a) Plan shall include the following:
 - a. Participation in the 401(a) Plan and the 403(b) Plan (collectively, the "Bencor Plans") shall be mandatory for any administrator actively employed on or after September 1, 2004, who would be entitled to severance pay or will be age 55 years or older in the calendar year in which the administrator retires, or, in the case of a retired/rehired administrator, resigns.

- b. If a retiring administrator is a participant in the 401(a) Plan, an employer contribution shall be made on his/her behalf under the 401(a) Plan in an amount equal to the lesser of:
 - (i) The total amount of the Participant's severance pay in accordance with the adopted Administrative Handbook or individual contract.
 - (ii) The maximum contribution amount allowable under the terms of the 401(a) Plan.
 - c. The required contribution to the 401(a) Plan shall be made within the timeframe as described in the Administrative Handbook or individual contract.
 - d. To the extent that a administrator's severance pay exceeds the maximum amount allowable under the 401(a) Plan, the excess amount shall be payable to the 403(b) Plan. If there is any remaining excess, it shall be paid by check to the retiring administrator.
 - e. An administrator who is a participant in the Bencor Plans shall complete a Bencor Plan(s) sponsor enrollment package prior to retirement; and unless and until an administrator does so, no contribution of severance pay shall be made to the Bencor Plans on behalf of the administrator.
 - f. If an administrator is entitled to have a contribution paid to the Bencor Plans and dies prior to such contribution being paid to the Bencor Plans, the contribution shall be paid to a Beneficiary of the administrator in accordance with the terms of the Bencor Plans.
 - g. The Plan year of the Bencor Plans shall be from August 1st through July 31st with the first Plan year being August 1, 2004 through July 31, 2005.
3. Any administrator who is entitled to severance pay who is not an eligible participant in the Bencor Plans will continue to be eligible for any and all severance payments in accordance with the Administrative Handbook or individual contract. The administrator may elect to defer such payments to a tax-sheltered annuity that is tax qualified under Internal Revenue Code Section 403(b) (a "TSA") as permitted by law and Board policy.
 4. All contributions to the Bencor Plans, all deferrals to a TSA, and all check payments to administrators shall be subject to reduction for any tax withholding or other withholding that the Treasurer, in his/her sole discretion, determines is required by law.

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>

RESOLUTION TO APPROVE REAPPOINTMENT
OF PORTER PUBLIC LIBRARY TRUSTEE

RESOLVED THAT

the Westlake Board of Education approves the reappointment of Ms. Laurie Forbush to the Westlake Porter Public Library Board of Trustees for a seven-year term from 2005-2011.

Motion by Mr. O'Malley

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>