

**WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION MINUTES**

**Regular Meeting – November 20, 2003 – 5:30 p.m.
Administration Building - 27200 Hilliard Blvd.**

Call to Order: Time: 5:32 p.m.

Roll Call:

Mr. LeChaix	<u>Present</u>
Mrs. D'Ettorre Wargo	<u>Present</u>
Mr. Beal	<u>Present</u>
Ms. Rocco	<u>Present</u>
Mr. Swanson	<u>Present</u>

Pledge of Allegiance: The Color Guard from Holly Lane Elementary led the assembly in the Pledge of Allegiance.

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

Approval of Agenda

Motion by Mr. Swanson

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

*Hearing of Public (15 minutes) Agenda Items

A. Approval of Minutes

1. Work Session Meeting – October 2, 2003

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

2. Regular Meeting – October 16, 2003
Motion by Mrs. D'Ettorre Wargo
Seconded by Mr. Beal
Roll Call Vote:
Mr. LeChaix AYE
Mrs. D'Ettorre Wargo AYE
Mr. Beal AYE
Ms. Rocco AYE
Mr. Swanson AYE

- B. Superintendent's Report – Veterans Day (Holly Lane)
- Pam Griebel, Holly Lane Elementary principal, introduced some of her building's students who presented a project on World War II in commemoration of Veterans Day.

President LeChaix declared a brief recess at 5:52 p.m. and resumed the meeting at 5:55 p.m.

- C. Special Reports and Recognitions
1. Recognition of Excellence in Teaching Service Award Exhibit C-1
 2. Recognition of Excellence in Classified Service Award Exhibit C-2

President LeChaix declared a brief recess at 6:09 p.m. and resumed the meeting at 6:11 p.m.

- D. Treasurer's Report/Recommendations
1. Action Items
 - a. Resolution to Accept Funds Exhibit D-1-a
 - b. Resolution to Establish FY04 Appropriations Exhibit D-1-b
 - c. Resolution to Adjust FY04 Appropriations Exhibit D-1-c
 - d. Resolution to Approve Kaiser Permanente Contract Exhibit D-1-d
 - e. Resolution to Authorize Treasurer to Transfer Funds 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. Resolution to Approve Staff Recommendations
 1. Resolution to Approve Reclassification of Certificated Staff Members Exhibit F-1-b-1
 2. Resolution to Approve Supplemental Contracts Exhibit F-1-b-2
 3. Resolution to Approve Resignation and Employment of Substitute Teachers Exhibit F-1-b-3
 4. Resolution to Approve Parental and FMLA Leave Exhibit F-1-b-4
 5. Resolution to Approve Home Instruction Exhibit F-1-b-5

- | | | |
|-----|---|------------------|
| 6. | Resolution to Approve Stipends for Mohican Outdoor Education Trip | Exhibit F-1-b-6 |
| 7. | Resolution to Approve Resignation and Employment of Classified Staff Members | Exhibit F-1-b-7 |
| 8. | Resolution to Approve Change in Employment for Bus Drivers | Exhibit F-1-b-8 |
| 9. | Resolution to Approve Employment of Classified Substitutes | Exhibit F-1-b-9 |
| 10. | Resolution to Approve Leave of Absence for Classified Staff Members | Exhibit F-1-b-10 |
| c. | Resolution to Approve Agreement for Admission of Tuition Pupils | Exhibit F-1-c |
| d. | Resolution to Approve Field Trip | Exhibit F-1-d |
| e. | Resolution to Approve Sunday Building Use | Exhibit F-1-e |
| f. | Resolution to Approve Senior's Seasonal Delight Program | Exhibit F-1-f |
| g. | Resolution to Approve School Calendar for 2004-2005 School Year (See discussion) | Exhibit F-1-g |
| h. | Resolution to Approve Revised Westlake City Schools Local Professional Development Committee Handbook | Exhibit F-1-h |
2. Discussion Items – None.
3. Information Items – None.
- G. Director of Business Affairs Report
Gary Slocum reported on the following District projects:
- The District is gearing up for construction on the Performing Arts Center.
- H. Director of Curriculum & Instruction Report – None.
- I. Board Items
- Mr. Beal would like the Board to consider supporting the WHS student leadership challenge group.
- J. *Meeting Open to Public (15 Minutes) – No participation.
- President LeChaix appointed Mr. Swanson as Treasurer Pro Tem.
- Superintendent Costanza and Treasurer Pepera exited the meeting at 7:15 p.m.
- K. Adjourn to Executive Session
Time: 7:16 p.m.
Purpose: Personnel

Motion by _____ Mrs. D'Ettorre Wargo

November 20, 2003
03-642

Seconded by Ms. Rocco

Roll Call Vote:

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

Adjourn Executive Session and Return to Regular Session

Time: 10:28 p.m.

L. Adjournment

President LeChaix adjourned the meeting at 10:29 p.m.

President

Treasurer Pro Tem

Treasurer

*The public may address the Board during the periods of the meeting designation 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 EXCELLENCE
IN TEACHING SERVICE AWARD

RESOLVED THAT
the Westlake Board of Education recognize and congratulate the following staff members as recipients
of the Excellence in Teaching Service Award.

Diane Deibel
Wade Werner

Motion by Mr. Swanson

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

EXHIBIT C-2
RES. #03-334

RESOLUTION TO RECOGNIZE EXCELLENCE
IN CLASSIFIED SERVICE AWARD

RESOLVED THAT

the Westlake Board of Education recognize and congratulate the following staff member as the recipient of the Excellence in Classified Service Award.

Barbara Tremaine

Motion by Mr. Swanson

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

RESOLUTION TO ACCEPT FUNDS

RESOLVED THAT
the Westlake Board of Education accept the following funds:

Federal Grants

	<u>Amount</u>	<u>Fund</u>	<u>Special Cost Center</u>
IDEA, Part B Fiscal Year 2004	\$487,626.46	516	9604
Collaboration & Decision Making Continuation Grant	\$ 22,500.00	516	9616
LEP/Immigrant Title III Fiscal Year 2004	\$ 6,300.00	551	9514
Title V Innovative Programs Fiscal Year 2004	\$ 24,905.29	573	9204
Safe and Drug Free Schools Title IV-A Fiscal Year 2004	\$ 11,090.17	584	9854
Preschool Special Education Fiscal Year 2004	\$ 17,471.45	587	9004
Improving Teacher Quality Title II-A Fiscal Year 2004	\$ 75,973.87	590	9004

Motion by Mr. Swanson

Seconded by Mr. Beal

Roll Call Vote:

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

EXHIBIT D-1-b
RES. #03-336

RESOLUTION TO ESTABLISH FY04 APPROPRIATIONS

RESOLVED THAT
the Westlake Board of Education establish the following FY04 appropriations:

COLLABORATION AND DECISION MAKING

Account	Amount
516-1200-100-9616	\$2,325.00
Salaries and Wages	
516-1200-200-9616	\$359.21
Benefits	
516-2200-400-9616	\$19,002.00
Purchased Services	
516-2200-500-9616	\$813.79
Supplies and Materials	

LEP/IMMIGRANT, TITLE III FY04

Account	Amount
551-2200-100-9514	\$6,300.00
Salaries and Benefits	

INNOVATIVE PROGRAMS, TITLE V FY04

Account	Amount
573-2200-100-9204	\$17,850.00
Salaries and Wages	
573-2200-200-9204	\$2,836.33
Benefits	
573-3200-500-9204	\$4,218.96
Non Public Supplies and Materials	

SAFE AND DRUG FREE SCHOOLS

TITLE IV-A FY04

Account	Amount
584-2100-100-9854	\$10,313.13
Salaries and Wages	
584-3200-500-9854	\$777.04
Non Public Supplies and Materials	

IMPROVING TEACHER QUALITY

TITLE II-A FISCAL YEAR 2004

Account	Amount
590-1100-100-9004	\$37,000.00
Salaries and Wages	
590-1100-200-9004	\$7,546.00
Benefits	
590-2200-400-9004	\$27,427.87
Purchased Services	
590-2200-500-9004	\$4,000.00
Supplies and Materials	

Motion by Mr. Swanson

Seconded by Mr. Beal

Roll Call Vote:

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

EXHIBIT D-1-c
RES. #03-337

RESOLUTION TO ADJUST FY04 APPROPRIATIONS

GENERAL FUND

Account	From	To	Amount
001-1100-500 Instruction-Supplies	\$709,310.45	\$708,405.50	(\$904.95)
001-1100-600 Instruction-Capital Outlay	\$6,894.20	\$8,737.01	\$1,842.81
001-1100-700 Instruction-Replace. Equip.	\$263,623.97	\$262,623.97	(\$1,000.00)
001-1200-400 Special Ed-Purchased Serv.	\$1,979.71	\$2,231.72	\$252.01
001-1300-500 Vocational-Supplies	\$7,608.82	\$7,670.96	\$62.14
001-2200-100 Support Services-Salaries	\$1,299,408.78	\$1,301,286.06	\$1,877.28
001-220-400 Support Serv. Pur. Services	\$112,006.57	\$112,121.36	\$114.79
001-2200-500 Support Services-Supplies	\$108,415.00	\$108,014.00	(\$401.00)
001-2200-600 Support Services-Equipment	\$0.00	\$401.00	\$401.00
001-2300-800 Board of Ed-Misc.	\$7,635.72	\$7,250.72	(\$385.00)

EXHIBIT D-1-c
(Continued)

001-2400-200			
Admin. Retirement	\$686,276.27	\$688,783.13	\$2,506.86
001-2400-400			
Admin. Purchased Serv.	\$341,461.72	\$341,094.92	(\$366.80)
001-2400-800			
Admin. Misc	\$70,588.28	\$70,973.28	\$385.00
001-2800-100			
Transportation-Capital Outlay	\$1,694,342.72	\$1,692,465.44	(\$1,877.28)
001-2800-200			
Transportation-Retirement	<u>\$772,704.47</u>	<u>\$770,197.61</u>	<u>(\$2,506.86)</u>
Total	\$6,082,256.68	\$6,082,256.68	\$0.00

Westlake Montessori 2002-2003

Account	From	To	Difference
401-3200-500-9603	\$185.43	\$100.69	(\$84.74)
Supplies and Materials			
401-7500-900-9603	<u>\$0.00</u>	<u>\$84.74</u>	<u>\$84.74</u>
Return of Funds			
Total	\$185.43	\$185.43	\$0.00

Le Chaperon Rouge 2002-2003

Account	From	To	Difference
401-3200-500-9903	\$851.21	\$344.68	(\$506.53)
Supplies and Materials			
401-7500-900-9903	<u>\$0.00</u>	<u>\$506.53</u>	<u>\$506.53</u>
Return of Funds			
Total	\$851.21	\$851.21	\$0.00

EXHIBIT D-1-c
(Continued)

Le Chaperon Rouge 2003-2004

Account	From	To	Difference
401-3200-500-9904 Supplies and Materials	\$23,592.76	\$20,592.76	(\$3,000.00)
401-3200-600-9904 Equipment	<u>\$0.00</u>	<u>\$3,000.00</u>	<u>\$3,000.00</u>
Total	\$23,592.76	\$23,592.76	\$0.00

IDEA Part B Fiscal Year 2004

Account	From	To	Difference
516-1200-400-9604 Special Instruction Purchased Service	\$0.00	\$327,969.60	\$327,969.60
516-1200-500-9604 Special Instruction Supplies & Materials	\$0.00	\$6,460.11	\$6,460.11
516-2100-400-9604 Support Services Purchased Services	\$10,000.00	\$40,000.00	\$30,000.00
516-2200-100-9604 Support Services Salaries & Wages	\$0.00	\$30,178.40	\$30,178.40
516-2200-200-9604 Support Services Benefits	\$0.00	\$17,352.00	\$17,352.00
516-2200-400-9604 Support Services Purchased Services	\$0.00	\$28,000.00	\$28,000.00
516-3200-400-9604 Non Public Purchased Services	<u>\$0.00</u>	<u>\$37,666.35</u>	<u>\$37,666.35</u>
Total	\$10,000.00	\$487,626.46	\$477,626.46

EXHIBIT D-1-c
(Continued)

Preschool Special Education FY04

Account	From	To	Difference
587-1200-500-9004 Special Instruction Supplies and Materials	\$0.00	\$3,076.68	\$3,076.68
587-2100-100-9004 Support Services Salaries and Wages	\$2,200.00	\$11,386.77	\$9,186.77
587-2100-200-9004 Support Services Benefits	\$500.00	\$2,169.00	\$1,669.00
587-2200-400-9004 Support Services Purchased Services	<u>\$0.00</u>	<u>\$839.00</u>	<u>\$839.00</u>
Total	\$2,700.00	\$17,471.45	\$14,771.45

State Improvement Grant Year 3

Account	From	To	Difference
599-2100-500-9462 Support Services Supplies and Materials	\$8,027.50	\$11,535.80	\$3,508.30
599-2200-400-9462 Support Services Purchases Services	\$28,982.70	\$25,476.40	(\$3,506.30)
599-2400-500-9642 Adm. Services Supplies and Materials	<u>\$0.00</u>	<u>(\$2.00)</u>	<u>(\$2.00)</u>
Total	\$37,010.20	\$37,010.20	\$0.00

Motion by Mr. Swanson

Seconded by Mr. Beal

Roll Call Vote:

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

EXHIBIT D-1-d
RES. #03-338

RESOLUTION TO APPROVE KAISER PERMANENTE CONTRACT
COVERING THE PERIOD DECEMBER 1, 2003 THROUGH NOVEMBER 30, 2004

RESOLVED THAT
the Westlake Board of Education approve the Kaiser Permanente contract covering the period
December 1, 2003 through November 30, 2004.

**2003 Renewal for Westlake Schools
Group #0555**

**Monthly Rates Effective
December 1, 2003 through November 30, 2004**

	CURRENT RATES	RENEWAL RATES
SINGLE:	\$265.63	\$306.66
FAMILY:	\$701.31	\$809.62

Motion by Mr. Swanson

Seconded by Mr. Beal

Roll Call Vote:

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

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

EXHIBIT F-1-a
RES. #03-340

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:

Mr. and Mrs. Mark Wise 2280 Woodmill Drive Westlake, OH 44145	Donated \$100.00 to STARS (Students Taking A Right Stand) at Lee Burneson Middle School to fund activities associated with this organization.
Westlake Town Criers P.O. Box 45224 Westlake, OH 44145	Donated \$420.00 to the Inservice Account at Parkside Intermediate School to fund two trip scholarships to Mohican School in the Out-of-Doors.
West Life Newspaper 26933 Westwood Road, Suite 200 Westlake, OH 44145	Donated \$60.00 to the Inservice Account at Westlake High School. West Life donates \$10.00 to the school of choice for each new subscription received. The donation will be used for staff and student activities.
Hilliard Lakes Golf Course Mr. Ron Zaleski 31666 Hilliard Blvd. Westlake, OH 44145	Donated use of golf course to 25 players at \$22.00 each; 101 players at \$14.00 each and 38 driving range tokens at \$5.00 each (total value \$2,154.00) to Boys Golf at Westlake High School during the golf season.
Asian Wok Restaurant Co. 24389 Detroit Road Westlake, OH 44145	Donated \$50.00 to the Boys Basketball program at Westlake High School to purchase game balls.
Mr. Ronald Cillian 27070 Detroit Road Westlake, OH 44145	Donated \$50.00 to the Boys Basketball program at Westlake High School to purchase game balls.

EXHIBIT F-1-a
(Continued)

Coastline Mortgage Co., Inc. 209 S. Main Street, Suite 4 Amherst, OH 44001	Donated \$50.00 to the Boys Basketball program at Westlake High School to purchase game balls.
Mike Bass Ford PO Box 844 Lorain, OH 44052-0844	Donated \$100.00 to the Boys Basketball program at Westlake High School to purchase game balls.
Conrad's Total Car Care & Tire Center 14577 Lorain Avenue Cleveland, OH 44111	Donated \$150.00 to the Boys Basketball program at Westlake High School to purchase game balls.
Henkel Consumer Adhesives, Inc. c/o Ms. Cathy Wright 32150 Just Imagine Drive Avon, OH 44011-1355	Donated 96 rolls of duct tape (\$358.08 value) and \$200.00 cash to WHBS-TV at Westlake High School. The duct tape rolls will be awarded to 2-3 "Henkel Tough Athletes of the Week" on <i>The Demon Zone</i> . The cash will be used to help purchase new digital video equipment for the studio.
Energizer Battery Manufacturing Ms. Charlene Bennett 25225 Detroit Road Westlake, OH 44145	Donated volumetric glassware and flasks of various sizes to the Science Department at Westlake High School to prepare materials for labs and enable students to perform labs related to the curriculum.
Hillow Getsay & Connors Ltd. Mr. George Hillow 27476 Detroit Road, Suite 104 Westlake, OH 44145	Donated \$300.00 to WHBS-TV at Westlake High School to help purchase a 15 foot production truck for the station.
Paradise Tanning & Wireless Mr. Raed Ghanem 27100 Detroit Road Westlake, OH 44145	Donated \$100.00 to the Boys Basketball program at Westlake High School to purchase game balls.
Pat and James Pavlik 30218 Washington Way Westlake, OH 44145	Donated \$35.00 to TechMates at Westlake High School to purchase plotter paper in the technical drawing/design classes.

EXHIBIT F-1-a
(Continued)

Telex Communications, Inc.
Mr. Mark Gubser, Product Mgr.
8601 E. Cornhusker Highway
Lincoln, NE 68507

Donated \$1,500.00 in upgrades and repairs to WHBS-TV at Westlake High School to increase the wireless (BTR-300) headsets' system power from 50 feet to 1.5 miles with recrystalled frequency.

Ohio School Pictures
Mr. Douglas Barr
1213 W. Bagley Road
Berea, OH 44017

Donated \$500.00 to Ecology Honors at Westlake High School to supply photographic needs.

Ohio School Pictures
Mr. Douglas Barr
1213 W. Bagley Road
Berea, OH 44017

Donated \$500.00 to the Art Gallery at Westlake High School to enhance the permanent collection of art at Westlake High School

Ohio School Pictures
Mr. Douglas Barr
1213 W. Bagley Road
Berea, OH 44017

Donated \$750.00 to TechMates at Westlake High School to purchase plotting paper, ink cartridges and bond paper in the technical drawing/design classes.

Mr. and Mrs. Chuck Tom
21536 Mastick Road
Fairview Park, OH 44126

Donated \$415.00 for 33 reference books to the Library at Hilliard Elementary School including 25 volumes of Grolier's Science Matters, 4 volumes of Craft Mania and 4 volumes of Look What Came from Africa, China, England and Ireland. This donation will be used to supplement the curriculum as well as provide recreational nonfiction to the students.

Motion by Mr. Swanson

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

RESOLUTION TO APPROVE RECLASSIFICATION
OF CERTIFICATED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approve the reclassification of the following certificated staff members effective November 1, 2003.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Years Experience</u>
Gary Kincannon	MA	MA+10	20 (Effective 09-01-99)
Dawn Dawson	MA	MA+10	7
Tracy Scully	MA	MA+10	7
Susan Koeth	MA+10	MA+20	20

Motion by Mr. Swanson

Seconded by Ms. Rocco

Roll Call Vote:

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

EXHIBIT F-1-b-2
RES. #03-342

RESOLUTION TO APPROVE SUPPLEMENTAL CONTRACTS
(Out-of-District)

RESOLVED THAT
the Westlake Board of Education approve the following supplemental contract.

Out-of-District

<u>Name</u>	<u>Position</u>	<u>Years Experience</u>
Sarah Bernazzoli	WHS Asst. Girls Swim Coach	0

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

Motion by Mr. Swanson

Seconded by Ms. Rocco

Roll Call Vote:

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

RESOLUTION TO APPROVE RESIGNATION
AND EMPLOYMENT OF SUBSTITUTE TEACHERS

RESOLVED THAT

the Westlake Board of Education approve the resignation and employment of the following substitute teachers for the 2003-2004 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.

Resignation

Jason Dutrow

Employment

Sumitra Srinivason
Debra Kay
Daniel Weiss
Kirsten Cahill

Ann Granberry
Martin Thompson
Tina Parente
Margaret Masin

Motion by _____ Mr. Swanson

Seconded by _____ Ms. Rocco

Roll Call Vote:

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

EXHIBIT F-1-b-4
RES. #03-344

RESOLUTION TO APPROVE PARENTAL AND FMLA
LEAVE FOR CERTIFICATED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approve parental and FMLA leave for the following certificated staff members.

Kristen Regas
Dover – Art

Effective: 11-03-03 thru 02-13-03

Tracie Sidloski
WHS - Math

Effective: 10-21-03 thru June, 2004

Motion by Mr. Swanson

Seconded by Ms. Rocco

Roll Call Vote:

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

RESOLUTION TO APPROVE HOME INSTRUCTION

RESOLVED THAT

the Westlake Board of Education approve Brittany Troy to provide home instruction for a student eligible under Section 504 for 5 hours/week effective October 28, 2003.

Motion by Mr. Swanson

Seconded by Ms. Rocco

Roll Call Vote:

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

EXHIBIT F-1-b-6
RES. #03-346

RESOLUTION TO APPROVE STIPENDS FOR CERTIFICATED STAFF
FOR MOHICAN OUTDOOR EDUCATION TRIP

RESOLVED THAT

the Westlake Board of Education approve stipends for the following certificated staff for the Parkside Mohican Outdoor Education trip November 3-7, 2003.

Number of Nights

John Holland	2
Patty Seljan	4
Mary Beth Opron	3
Pat McMorrow	1
Chad Pado	3

Motion by Mr. Swanson

Seconded by Ms. Rocco

Roll Call Vote:

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

RESOLUTION TO APPROVE RESIGNATION
AND EMPLOYMENT OF CLASSIFIED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approve the resignation and employment of the following classified staff members. Employment 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.

Resignation

Keith Cooper	Effective:	11-03-03
Burneson – Cleaner		

Employment

Keith Cooper	Rate:	8 hours/day, Step 8
Holly Lane – Asst. Head Custodian	Effective:	11-03-03

Lisa Zuk	Rate:	8 hours/day, Step 2
Secretary – Director of Business Affairs	Effective:	11-10-03

James Bartel	Rate:	5-3/4 hours/day, Step 1 (+\$.20)
Westlake Dev. Center – Attendant	Effective:	10-20-03

Motion by Mr. Swanson

Seconded by Ms. Rocco

Roll Call Vote:

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

EXHIBIT F-1-b-8
RES. #03-348

RESOLUTION TO APPROVE CHANGE IN
EMPLOYMENT FOR BUS DRIVERS

RESOLVED THAT
the Westlake Board of Education approve change in employment as follows for bus drivers.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Step</u>
Charles Anost	6	6-1/4	17
Dennis Beach	0	2-1/4	0
James Carlin	4-1/2	4-3/4	2
Diane Christian	7-3/4	8	29
Daryle Cooke	5	7-1/4	11
Barbara Damron	5-1/4	7-1/2	12
Carol Flannick	7	7-1/4	14
Barb Italiano	7-3/4	7-1/2	14
Lorrie Knapp	7-3/4	6	20
Jerry Lewis	5	7-1/4	9
Sandra Lewis	4-3/4	5	4
Steve Maler	2	2-1/4	1
Cindy Manning	4-1/2	4-3/4	1
Roger Meadows	4-3/4	5	3
Michael Myers	2-1/4	2-1/2	1
Jody Ovelgonne	4-3/4	5	10
Patti Parkison	4-3/4	5	8
Erin Peacock	2-1/4	4-3/4	3
Ken Rafferty	4-3/4	5	2
Catherine Rasmussen	5	4-3/4	3
Robert Saal	0	2	0
Mary Scavelli	6	6-1/4	12
Joseph Selvaggio	4-1/2	5	7
Melodie Urban	4-3/4	5	9
Denise Wering	4-3/4	5	3

EXHIBIT F-1-b-8
(Continued)

Sherry West	4-3/4	5	9
Eileen Winter	4-1/2	4-3/4	3
Robert Yockey	4-1/2	4-3/4	10

Motion by Mr. Swanson

Seconded by Ms. Rocco

Roll Call Vote:

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

EXHIBIT F-1-b-9
RES. #03-349

RESOLUTION TO APPROVE EMPLOYMENT
OF CLASSIFIED SUBSTITUTES

RESOLVED THAT

the Westlake Board of Education approve employment of the following classified substitutes, 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.

Rena Lee Beck	Playground Asst., Teacher Asst.
Charlene Kelly	Teacher Asst., Student Attendant, Supervision Asst., Playground Asst., Kitchen Helper
Valerie DeChant	Clerk/Typist, Secretary, Teacher Asst., Student Attendant, Library Asst., Supervision Asst, Receptionist
Joanne Grace	Clerk/Typist, Secretary, Teacher Asst., Student Attendant, Library Asst.
Lynne Piskura	Clerk/Typist, Secretary, Teacher Asst., Supervision Asst.

Motion by Mr. Swanson

Seconded by Ms. Rocco

Roll Call Vote:

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

RESOLUTION TO APPROVE LEAVE OF ABSENCE
FOR CLASSIFIED STAFF MEMBERS

RESOLVED THAT
the Westlake Board of Education approve Leave of Absence for the following classified staff members.

Melodie Urban Bus Driver	Effective: 11-10-03 (4-6 weeks)
Fran Varvir Bus Driver	Effective: 10-13-03 (2 weeks)

Motion by Mr. Swanson

Seconded by Ms. Rocco

Roll Call Vote:

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

EXHIBIT F-1-c
RES. #03-351

RESOLUTION TO APPROVE AGREEMENT FOR ADMISSION
OF TUITION PUPILS

RESOLVED THAT

the Westlake Board of Education approve the Agreement for Admission of Tuition Pupils with the Educational Service Center of Cuyahoga County and the Bay Village City Schools for services for special needs students for the 2003-2004 school year and for regular and special education services for a special needs student at Parmadale School (Parma City Schools) for the 2003-2004 school year.

Motion by Mr. Swanson

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

RESOLUTION TO APPROVE FIELD TRIP

RESOLVED THAT
the Westlake Board of Education approve the following field trip.

WHS Choral Trip

Festival Performance
Toronto, Ontario Canada
Friday-Sunday, April 23-25, 2003
Approximate Cost Per Pupil - \$399

Lee Burneson Middle School

8th Grade American Heritage Tour
Williamsburg, Arlington, Annapolis, Baltimore
Tuesday-Friday, June 1-4, 2004
Approximate Cost Per Pupil - \$460.00

Motion by Mr. Swanson

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

EXHIBIT F-1-e
RES. #03-353

RESOLUTION TO APPROVE SUNDAY BUILDING USE

RESOLVED THAT
the Westlake Board of Education approve the following Sunday building use.

Hope Christian Church

Westlake High School - Cafeteria/Commons
Every Sunday January 4, 2004 through
December 26, 2004 - 7:30 am. – 12:30 p.m.
(Including Good Friday and Christmas Eve)

Motion by Mr. Swanson

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

RESOLUTION TO APPROVE SENIOR'S SEASONAL DELIGHT PROGRAM

RESOLVED THAT

the Westlake Board of Education approve the Senior's Seasonal Delight program on Tuesday, December 16, 2003 at 5:00 p.m. at Westlake High School at \$10.00 per person.

Motion by Mr. Swanson

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

EXHIBIT F-1-g
RES. #03-355

RESOLUTION TO APPROVE SCHOOL CALENDAR
2004-2005

RESOLVED THAT
the Westlake Board of Education approve the Westlake City School District School Calendar for 2004-2005 (attached).

The Board briefly discussed the possibility of moving the Teacher Inservice Day from April 15, 2005, to Election Day, November 2, 2004, for security reasons.

Motion to table resolution until further information is provided from Superintendent Costanza.

Motion by Mrs. D'Ettorre Wargo

Seconded by Ms. Rocco

Roll Call Vote:

Mr. LeChaix	<u>NO</u>
Mrs. D'Ettorre Wargo	<u>AYE</u>
Mr. Beal	<u>NO</u>
Ms. Rocco	<u>AYE</u>
Mr. Swanson	<u>NO</u>

Motion to approve resolution as presented.

Motion by Mrs. D'Ettorre Wargo

Seconded by Mr. Beal

Roll Call Vote:

Mr. LeChaix	<u>AYE</u>
Mrs. D'Ettorre Wargo	<u>NO</u>
Mr. Beal	<u>AYE</u>
Ms. Rocco	<u>NO</u>
Mr. Swanson	<u>AYE</u>

The Board instructed the Superintendent to pursue the issue of switching the Teacher Inservice Day from April 15, 2005 to November 2, 2004 with the calendar committee.

WESTLAKE CITY SCHOOL DISTRICT SCHOOL CALENDAR 2004-2005 School Year

AUGUST/SEPTEMBER

(27)

M	T	W	TH	F
16	17	18	19	20
23	24	25	26	27
30	31	1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

OCTOBER

(20)

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

NOVEMBER

(20)

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

DECEMBER

(13)

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JANUARY

(19)

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

FEBRUARY

(19)

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

MARCH

(18)

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

APRIL

(19)

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

MAY/JUNE

(25)

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31	1	2	3
6	7	8	9	10
13	14	15	16	17

Opening Staff Meeting	Aug. 23	End of 2 nd Grading Period	Jan. 14
All Students	Aug. 24	Martin Luther King Day	Jan. 17
Kindergarten Starts	Aug. 25	Teacher Records Day	Jan. 18
Labor Day	Sept. 6	Presidents' Day	Feb. 21
NEOE Day	Oct. 8	End of 3 rd Grading Period	March 24
End of 1 st Grading Period	Oct. 27	Spring Break	March 25-April 1
Compensatory Day	Nov. 24	Teacher Inservice Day	April 15
Thanksgiving Vacation	Nov. 25-26	Memorial Day Observance	May 30
Winter Vacation	Dec. 20-31	Last Student Day	June 6

		Teacher Records Day	June 7
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☊ = No School

● = Teacher Work Day (Students NOT in Session)

■ = Compensatory Day

First Semester - August 24 through January 14 = 90 days

Second Semester - January 19 through June 6 = 90 days

RESOLUTION TO APPROVE REVISED WESTLAKE CITY SCHOOLS
LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE HANDBOOK

RESOLVED THAT

the Westlake Board of Education approve the revised Westlake City Schools Local Professional Development Committee Handbook.

Motion by Mr. Swanson

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

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