

**WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION MINUTES**

**Monday, December 13, 2010 – 5:30 p.m. – Regular Meeting
Board of Education – 27200 Hilliard Blvd.**

Call to Order: Time: 5:30 p.m.

Roll Call Vote:

Ms. Winter	<u>Present</u>
Mr. Sullivan	<u>Present</u>
Mr. Cross	<u>Present</u>
Mr. Mays	<u>Present</u>
Ms. Rocco	<u>Present</u>

Pledge of Allegiance: A student led the assembly in the Pledge of Allegiance.

Acknowledgment of Visitors: President Winter thanked all in attendance.

Approval of Agenda - The agenda was amended to add an update of the local roundtable discussion on state funding to Board Items and move the special recognitions scheduled for this evening to the January 10, 2011 meeting.

Motion by Ms. Winter
Seconded by Mr. Mays

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

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

A. Approval of Minutes

1. Regular Meeting of September 27, 2010 (previously tabled at October 25, 2010 meeting as recommended by the CFO/Treasurer*)

*CFO/Treasurer Pepera recommended the minutes be revised to include a verbatim of the discussion that occurred under Section F-1-f.

Motion by Ms. Rocco
Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

2. Regular Meeting of November 22, 2010

Motion by _____ Ms. Rocco

Seconded by _____ Mr. Mays

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ ABSTAIN
Mr. Cross	_____ ABSTAIN
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE

3. Special Meeting of November 29, 2010

Motion by _____ Ms. Rocco

Seconded by _____ Mr. Sullivan

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE

B. Special Reports & Recognitions (Note: Moved to January 2011 meeting.)

C. Superintendent's Report

Superintendent Keenan reported on the following:

1. The middle school received a superior rating at the American Mathematics Competition for the third year in a row.
2. Commented about all-day kindergarten options for 2011-2012 school year.

D. Treasurer's Report/Recommendations

1. Tax Budget Discussion

CFO/Treasurer Pepera summarized the annual tax budget process and asked the Board if they intended to entertain an alternative inside millage request. The Board unanimously declined altering the traditional inside millage request.

2. Action Items

- a. Resolution to Authorize Change Fund for Athletics - Basketball Concessions Exhibit D-2-a
- b. Resolution to Issue Then and Now Certificates Exhibit D-2-b
- c. Resolution to Adjust FY11 Appropriations Exhibit D-2-c

E. CAC Report – No report.

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 Resignations, FMLA and Employment Exhibit F-1-b-1
 2. Resolution to Approve Resignation and Employment of Substitutes Exhibit F-1-b-2
 3. Resolution to Approve the Employment of Adult Basic Literacy Education Personnel 2010 - 2011 Exhibit F-1-b-3

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|---|-----------------|
| 4. Resolution to Approve Supplemental Contract Resignation and Employment | Exhibit F-1-b-4 |
| 5. Resolution to Approve Increase in Substitute Pay Rates for Support Staff | Exhibit F-1-b-5 |
| c. Resolution to Approve Field Trip | Exhibit F-1-c |

G. Master Facility Plan Phase I Report

Superintendent Keenan and Bob Teitenberg reported on how they resolved a potential change-order situation on the Red Brick demolition project.

H. Director of Business Affairs Report

Superintendent Keenan noted a continuance was granted to the School District until March 2011 by the State Fire Marshall for known compliance issues.

I. Board Items

1. New Westlake High School Design

Board members commented on two architectural designs for the High School and reached consensus on the Prairie-contemporary design (Concept 1).

2. Set Date for 2011 Organizational Meeting - January 10, 2011

The Board determined they will hold their organizational meeting on January 10, 2011 at 5:30 p.m.

3. Resolution to Appoint President Pro Tem for 2011 Organizational Meeting

Exhibit I-3

4. Roundtable Discussion on State Funding

President Winter asked other members of the Board to forward questions to her by December 31st for the upcoming roundtable discussion scheduled for January 12th.

*Hearing of Public (15 Minutes)

Jim Dispirito, Athletic Coordinator for the City of Westlake, requested the presence of the WHS marching band in the upcoming bicentennial parade.

Jason Linger, WHS student, asked Dr. Keenan about the potential for him to declare a calamity day tomorrow.

J. Adjournment

Motion by Mr. Sullivan

Seconded by Mr. Mays

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

December 13, 2010
10-758

President Winter adjourned the meeting at 6:24 p.m.

President

Treasurer

- * The public may address the Board during the periods of the meeting designated for public participation. Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time allotted is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. The period of public participation may be extended by a vote of the majority of the Board present and voting.

EXHIBIT D-2-a
RES. #10-353

RESOLUTION TO AUTHORIZE CHANGE FUND
FOR ATHLETICS - BASKETBALL CONCESSIONS

RESOLVED that the Westlake Board of Education authorizes the Athletics Boys Basketball Concessions change fund for \$250.00;

and

RESOLVED that the Westlake Board of Education authorizes the Athletics Girls Basketball Concessions change fund for \$250.00.

Motion by _____ Mr. Sullivan

Seconded by _____ Ms. Rocco

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE

RESOLUTION TO ISSUE THEN AND NOW CERTIFICATE

RESOLVED that the Westlake Board of Education authorizes a Then and Now Certificate for the following purchase orders:

PO No.	Vendor	Description	Amount
82581	Sysco Food Services	Food Service/Supplies November 2010	\$3,613.40
82582	Gordon Food Service	Food Service/Supplies November 2010	\$8,507.63

Motion by _____ Mr. Sullivan

Seconded by _____ Ms. Rocco

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE

EXHIBIT D-2-c
RES. #10-355

RESOLUTION TO ADJUST FY11 APPROPRIATIONS

RESOLVED that the Westlake Board of Education adjusts the following FY11 appropriations:

GENERAL FUND			
Account	From	To	Difference
001-1100-400			
Instructional-Benefits	\$77,734.62	\$78,734.62	\$1,000.00
001-1100-500			
Instructional-Supplies	\$666,558.88	\$666,660.72	\$101.84
001-1100-600			
Instructional-Equipment	\$185,078.11	\$186,633.63	\$1,555.52
001-1100-700			
Instructional-Replacement Equipment	\$56,872.96	\$60,247.96	\$3,375.00
001-1200-500			
Special Instruction-Supplies	\$15,403.94	\$14,417.41	(\$986.53)
001-2100-500			
Support Services-Supplies	\$29,014.35	\$30,000.88	\$986.53
001-2200-400			
Support Services-Purchased Services	\$233,480.23	\$234,548.23	\$1,068.00
001-2200-500			
Support Services-Supplies	\$102,264.29	\$116,100.28	\$13,835.99
001-2200-600			
Support Services-Equipment	\$14,152.97	\$14,261.50	\$108.53
001-2200-700			
Support Services-Replacement Equipment	\$79,110.00	\$73,194.00	(\$5,916.00)
001-2400-500			
Admin-Supplies	\$86,695.50	\$82,153.05	(\$4,542.45)

EXHIBIT D-2-c
(Continued)

001-2400-600			
Admin-Equipment	\$1,608.99	\$2,926.08	\$1,317.09
001-2600-500			
Business-Supplies	\$34,169.46	\$33,169.46	(\$1,000.00)
001-2700-400			
Maintenance-Purchased Services	\$1,858,507.00	\$1,849,962.80	(\$8,544.20)
001-2700-700			
Maintenance-Replacement Equipment	\$13,834.06	\$14,834.06	\$1,000.00
001-2900-500			
Support-Supplies	\$5,424.94	\$4,330.62	(\$1,094.32)
001-5200-700			
Gen. Site Improvement-Replacement Equip.	\$0.00	(\$2,265.00)	(\$2,265.00)
Total	\$3,459,910.30	\$3,459,910.30	\$0.00
BAB BUILDING CONSTRUCTION			
Account	From	To	Difference
004-5500-400-9006			
BAB Building Construction-Purch Services	\$6,816,851.69	\$6,822,101.69	\$5,250.00
Total	\$6,816,851.69	\$6,822,101.69	\$5,250.00
COMMUNITY EDUCATION SERVICES			
Account	From	To	Difference
011-3200-400-9110			
Community Ed-Purchased Services	\$50.00	\$25.88	(\$24.12)
011-3200-500-9110			
Community Ed-Supplies	\$1,750.00	\$1,774.12	\$24.12
Total	\$1,800.00	\$1,800.00	(\$0.00)
IN-SERVICE			
Account	From	To	Difference
018-4600-600-9770			
Bassett Music-Equipment	\$700.00	\$2,322.24	\$1,622.24
Total	\$700.00	\$2,322.24	\$1,622.24

EXHIBIT D-2-c
(Continued)

HOME TEAM MARKETING			
Account	From	To	Difference
019-4500-400-9927			
Home Team Marketing-Purchased Services	<u>\$1,470.47</u>	<u>\$3,247.97</u>	<u>\$1,777.50</u>
Total	\$1,470.47	\$3,247.97	\$1,777.50
ATHLETICS			
Account	From	To	Difference
300-4500-800-9500			
Athletics-Miscellaneous	<u>\$50,000.00</u>	<u>\$50,091.23</u>	<u>\$91.23</u>
Total	\$50,000.00	\$50,091.23	\$91.23

Motion by _____ Mr. Sullivan _____

Seconded by _____ Ms. Rocco _____

Roll Call Vote:

Ms. Winter _____ AYE _____

Mr. Sullivan _____ AYE _____

Mr. Cross _____ AYE _____

Mr. Mays _____ AYE _____

Ms. Rocco _____ AYE _____

EXHIBIT F-1-a
RES. #10-356

RESOLUTION TO ACCEPT GIFTS AND CONTRIBUTIONS
(ORC 3313.36)

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

Ms. Antonietta Boccardi 4791 Prestwick Crossing Westlake, OH 44145	Donated \$250.00 to Westside Connections at Westlake High School to provide social and educational opportunities for adults with special needs in the Westlake area.
Justin and Rebecca Ragor 106 Fairfield Avenue Newark, OH 43055	Donated \$200.00 to Westside Connections at Westlake High School to provide social and educational opportunities for adults with special needs in the Westlake area.
Dean's Greenhouse Ms. Debbie Dean Espie 3984 Porter Road Westlake, OH 44145	Donated 12 poinsettias for holiday concerts at the Performing Arts Center at Westlake High School to enhance the holiday spirit and beautify the stage during musical performances.
John and Sandy Guercio 25833 Chaucer Drive Westlake, OH 44145	Donated \$25.00 to the Athletic Department at Westlake High School in memory of Russell Dieterich.
Mr. Larry Nickel 614 Wellfleet Drive Bay Village, OH 44140	Donated \$50.00 to the Athletic Department at Westlake High School for the Frank Sarna Memorial Scholarship Fund.
Mr. Mark Sarna 12440 Hammock Lake Drive Windsor, OH 44099	Donated \$100.00 to the Athletic Department at Westlake High School for the Frank Sarna Memorial Scholarship Fund.
Kenneth and Teresa Savoie 970 Wayne Drive Winchester, VA 22601	Donated \$50.00 to the Athletic Department at Westlake High School for the Frank Sarna Memorial Scholarship Fund.
John and Janice Shie 5518 Brampton Road Dayton, OH 45429	Donated \$100.00 to the Athletic Department at Westlake High School for the Frank Sarna Memorial Scholarship Fund.
Westlake Parent Group for Boys Soccer Concessions c/o Lori James 3290 Walter Road Westlake, OH 44145	Donated \$700.00 to the Athletic Department at Westlake High School to support the needs of the Boys Soccer Team.

Motion by Mr. Mays

Seconded by Ms. Rocco

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT F-1-b-1
RES. #10-357

RESOLUTION TO APPROVE RESIGNATIONS, FMLA, AND EMPLOYMENT

RESOLVED that the Westlake Board of Education approves resignations, FMLA, and employment for staff members:

Classified Resignation for Purpose of Retirement

Howard Coleman - 12/31/2010

J. Kevin McNulty - 03/04/2011

FMLA

Barbara DeCoste	11/29/2010
Karen Glesius	12/02/2010
Veronica Bozich	12/13/2010

Classified Resignation

Margaret Bugaj	12/07/2010
Stephanie Karohl	12/22/2010

Classified Employment

<u>Name</u>	<u>Building/Position</u>	<u>Effective Date</u>	<u>Step</u>	<u>Hours</u>
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None

Certified Employment

<u>Name</u>	<u>Building/Position</u>	<u>Effective Date</u>	<u>Step</u>	<u>Rate</u>	<u>FTE</u>
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None

Motion by Mr. Mays

Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

RESOLUTION TO APPROVE RESIGNATIONS AND EMPLOYMENT
OF SUBSTITUTES FOR STAFF MEMBERS

RESOLVED that the Westlake Board of Education approves the resignations and employment of substitutes for staff members as follows:

Classified Substitute Resignations

Rich Martinek

Certified Substitute Resignations

Nancy Rodgers

Classified Substitutes

Tammy Bittner

Kendra Jaeger

Coleen Maglio

Certified Substitutes

Tom Brown
Coleen Maglio

Joseph Fabian
Charles Maurer

Jackie Glasscock
Valerie Spang

Motion by Mr. Mays

Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT F-1-b-3
RES. #10-359

RESOLUTION TO APPROVE THE EMPLOYMENT OF ADULT
BASIC LITERACY EDUCATION PERSONNEL 2010 - 2011

RESOLVED that the Westlake Board of Education approves the employment of personnel for the Adult Basic Literacy Education (A.B.L.E.) Tri-C Program. Contracts are to be paid out of the following grant: A.B.L.E. Tri-C FY11 - Project Number 045062-AB-S1-2011.

<u>Name</u>	<u>Position</u>	<u>Hours</u>	<u>Rate</u>	<u>Not to Exceed</u>	<u>Effective</u>
Shawntae Thrash	A.B.L.E. Tri-C/GED Instr.	229	\$23.19	\$5,310.51	12/01/2010
Mark Laurenzi	Substitute Instructor	As needed	\$23.19	N/A	11/20/2010

Motion by _____ Mr. Mays

Seconded by _____ Mr. Sullivan

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE

RESOLUTION TO APPROVE RESIGNATIONS AND EMPLOYMENT
FOR SUPPLEMENTAL CONTRACTS (In-District and Out-of-District)

RESOLVED that the Westlake Board of Education approves the following resignations and employment of 2010-2011 supplemental contracts (in-district and out-of-district):

2010-2011 Supplemental Contract Resignations

None

2010-2011 Supplemental Contracts

<u>Name</u>	<u>Building/Position</u>	<u>Step</u>	<u>In District</u>
Jim Egan	WHS Winter Game Manager	N/A	Y
Hannah Archer	WHS Freshman Basketball Cheerleading	0	Y
Nancy English	WHS JV/Varsity Basketball Cheerleading	6	Y
Dan Berkheimer	WHS Science Olympiad Advisor	0	Y
Karen Petrus	WHS Project Support Advisor	13	Y

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 Mr. Mays

Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT F-1-b-5
RES. #10-361

RESOLUTION TO APPROVE INCREASE IN
SUBSTITUTE PAY RATES FOR SUPPORT STAFF

RESOLVED that the Westlake Board of Education approves the following increase in substitute pay rates for support staff effective January 1, 2011 to meet the requirements of Ohio Revised Code 2011 Minimum Wage:

Rate Increase Effective January 1, 2011

From \$7.30 to \$7.40/Hour

Substitute Positions

Lunchroom Substitute
Teacher Assistant Substitute
Special Education Assistant Substitute
Elementary Assistant Substitute
Attendant Substitute
ESL Assistant Substitute
Supervisory Assistant Substitute
Playground Assistant Substitute
Clerical Assistant Substitute

Motion by _____ Mr. Mays

Seconded by _____ Mr. Sullivan

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE

RESOLUTION TO APPROVE FIELD TRIP

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

Lee Burneson Middle School - Spanish I Trip

Costa Rica: San Jose; Arenal Region; Monteverde; Central Pacific Coast
Manuel Antonio National Park; Sarchi

Tuesday, 06/14/2011 - Thursday, 06/23/2011

Approximate Cost Per Pupil: \$2,167

Motion by _____ Mr. Mays

Seconded by _____ Mr. Sullivan

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE

EXHIBIT I-3

NOMINATION AND ELECTION OF OFFICER
(ORC 3313.14)

I, Mark Pepera, Treasurer, called for nominations for President Pro Tem.

Ms. Rocco placed the name of Carol Winter in nomination. Mr. Mays seconded.

WHEREAS, the Board voted on the first nominee for the position of President Pro Tem of the Board of Education with the following results:

Nate Cross	Aye	No	Abstain
Thomas Mays	Aye	No	Abstain
Andrea Rocco	Aye	No	Abstain
Timothy Sullivan	Aye	No	Abstain
Carol Winter	Aye	No	Abstain

NOW, THEREFORE, BE IT RESOLVED under the provisions of Ohio Revised Code 3313.14, the Board member herein named received the majority of AYE votes cast by the Board and is hereby declared President Pro Tem of the Board of Education:

President Pro Tem: Ms. Winter