

## RECORD OF PROCEEDINGS

Minutes of

WARRENSVILLE HEIGHTS CITY BOARD OF EDUCATION

Meeting 03-17

## REGULAR MEETING

BEAR GRAPHICS - 800-325-8094 FORM NO. 10148

Held

JANUARY 26,

20 17

The Regular Meeting of the Warrensville Heights Board of Education was held on Thursday, January 26, 2017, at 7:00 p.m., at the Warrensville Heights High School, Room 154, 4270 Northfield Road, Warrensville Heights, Ohio.

President Freeman called the meeting to order and asked the Treasurer, Dr. Michael A. Rock, to call the roll. The roll call revealed the following members present: Mrs. Michele Elba, Mr. Ray A. Freeman, Mrs. Millicent Gaiter, Ms. Traci Mitchell, Mrs. Barbara A. Mumin

Mr. Donald J. Jolly, II, Superintendent, also in attendance.

All other individuals used a sign-in log.

Pledge

President Freeman requested all stand to recite the Pledge of Allegiance to the Flag.

Agenda

Moved by Mrs. Gaiter and seconded by Ms. Mitchell to accept the regular meeting agenda, dated January 26, 2017, with corrections/changes—remove Item 2.2 Super Blanket Purchase Order and replace with CTAG Contract in Treasurer's Report and Financial Recommendations.

Vote:

Ayes – Mrs. Elba, Mrs. Mumin, Ms. Mitchell, Mrs. Gaiter, Mr. Freeman

Nays – None

Motion carried

R-01-17-32

5-0

Minutes

Moved by Ms. Mitchell and seconded by Mrs. Mumin to approve the minutes dated November 28, 2016 – Special Meeting; and December 8, 2016 – Regular Meeting.

Vote:

Ayes – Mrs. Elba, Mrs. Gaiter, Mrs. Mumin, Ms. Mitchell, Mr. Freeman

Nays – None

Motion carried

R-01-17-33

5-0

Public Participation

- A concerned parent raised concerns regards bullying at the District, stating that she is meeting with Mr. Jolly and Administration to improve the issue. She mentioned the options the group is exploring for an anonymous phone application. The parent reminded student to respect the staff and administration.
- Another parent raised concerns on parent involvement, that the parent would like to see bullying disappear, and encouraged more parents to volunteer on District committees.
- Mr. Vaughn Eastwood Principal mentioned positive things that are happening at his building and in the District including 42 students that passed the 3<sup>rd</sup> grade reading test, other improving scores, and the Harvard University program for Best Practices in Education. Mr. Jolly mentioned that Mr. Vaughn is a hands-on leader and doing a wonderful job for the District.

Superintendent's Updates

- Mr. Jolly reiterated the success at Eastwood, Mr. Vaughn's leadership, and student growth. He also mentioned that the Superintendent Advisory Council thanked Mr. Fredericks for the donation to send 16 WHCSD students to see the movie Hidden Figures, Mr. Jolly attended and the program was a success. He also mentioned the recent trip to Toledo for the CTAG students.

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- Mr. Jolly continued by explaining the Facility Committee meetings to select a pre-bond architect for the District's Master Plan for Facilities. Mrs. Gaiter commended Mr. Vaughn on his dedication to the District.

Treasurer's Report and Finance Recommendations

Treasurer Dr. Rock presented an update to the Board that covered multiple topics including the return of advances, monthly financial report process, the Budget and Finance Committee calendar and the Board Service fund. The Budget and Finance Committee calendar concentrates on key reporting dates of May and October for the Five Year Forecast, Permanent Appropriations in September, and a departmental budget review in March. He also presented an update on investment revenue for the District and the return of over \$2M in advances from last school year loaned to various State funds from the General Fund. Dr. Rock presented an update to the Board in regards to the Board Service Fund.

Mrs. Gaiter stated that it is good practice for the board to share about travels and opportunities to travel to professionally develop Boardmanship skills. Ms. Mitchell stated that the board needs to determine future conferences and the cost of attending. President Freeman stated that the entire Board needs to prioritize the selections of conferences and training. Mrs. Elba stated that the Board was elected to do your professional development and that she is not focusing on the cost down to the penny.

Mrs. Elba had a question on the CTAG agreement of which Dr. Rock responded that her detailed question would be better served by Bob Ivory the Supervisor of the CTAG program. Dr. Rock stated that Cuyahoga County reimburses the District on all expenses. Mr. Jolly said the CTAG program is an interaction with the County and Bob Ivory.

Moved by Mrs. Gaiter and seconded by Ms. Mitchell to approve the following consent agenda items 2.2-2.5:

- 2.2 Approve the fourth (4<sup>th</sup>) Amendment to the CTAG program contract between Cuyahoga County, Ohio, and Garfield Heights City Schools, Maple Heights City Schools, and Warrensville Heights City Schools, for a term of April 1, 2014 to December 31, 2017.
- 2.3 Approve the Cash Reconciliation and Financial Reports for the following months:
  - September, 2016.
  - October, 2016.
  - November, 2016.
  - December, 2016.
- 2.4 Approve the following Advances out from various State and Federal Funds returning advances to the General Fund as per Fiscal Year to Date Transfer and Advance Summary by Fund report

## Advance of Funds

## Maximum Amount

From	Amount	To	Amount
CTAG 019-9002	\$60,000.00	General Fund	\$60,000.00
Early Childhood 439-9216	\$98,000.00	General Fund	\$98,000.00
High Schools That Work 461-9216	\$5,000.00	General Fund	\$5,000.00
IDEA B 516 9216	\$375,000.00	General Fund	\$375,000.00

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BEAR GRAPHICS - 800-325-8094 FORM NO. 10148

Held JANUARY 26, 20 17

From	Amount	To	Amount
Title I School Imp. Sub 436 9216	\$148,000.00	General Fund	\$148,000.00
Title I 572-9216	\$920,000.00	General Fund	\$920,000.00
IDEA Early Childhood Sp. Ed. 587 9216	\$15,000.00	General Fund	\$15,000.00
Improving Teacher Quality 590 9216	\$118,000.00	General Fund	\$118,000.00
21 <sup>st</sup> Century 599 9216	\$315,000.00	General Fund	\$315,000.00
<b>TOTAL</b>			<b>\$2,054,000.00</b>

- 2.5 Approve the opening of an investments account at Huntington Bank and Fifth Third Bank in order to have access to certificate of deposit and bond investments to increase interest revenue for the District within the investment policy and standing authorization granted to the Treasurer at the organizational meeting.

Vote:

Ayes – Mrs. Elba, Mrs. Mumin, Ms. Mitchell, Mrs. Gaiter, Mr. Freeman

Nays – None

Motion carried

R-01-17-34

5-0

Superintendent’s Recommendations

Moved by Ms. Mitchell and seconded by Mrs. Gaiter to approve the following consent agenda items 3.1-3.6 (item 3.7 to be voted on separately): – (Mrs. Elba had a question in regards to a track coach and transportation of students. Mr. Jolly stated he will check into her concerns stating that coaches should arrive and leave with students. Ms. Mitchell said she has known the coach for several years and that students should ride to and from events with the coach. Mrs. Mumin stated that students are safer on the bus, but she trusts Athletic Director Swift’s judgement. Mr. Jolly stated that coaches should ride with the students unless parental approval is received.)

Certified

- 3.1 Accept the resignation of the following individual:
  - Bruce Davis, Linkage Coordinator, effective December 16, 2016.
- 3.2 Accept the retirement of the following individual:
  - Robin Hill, Teacher, effective May 31, 2017.
- 3.3 Offer employment to Rachel Bruce, as a 2<sup>nd</sup> Grade Teacher, at John Dewey, for the remainder of the 2016-2017 school year. Beginning on January 17, 2017; at a rate of \$47,226.00 per year (pro-rated). Payable from General Fund.

Name	Position	Schedule Placement	Annual Salary (pro-rated)
Rachel Bruce	2 <sup>nd</sup> Grade Teacher - JD	G-3	\$47,226.00

- 3.4 Offer employment to Annette Radin, as a Kindergarten Teacher, at John Dewey, for the remainder of the 2016-2017 school year. Beginning on January 9, 2017; at a rate of \$41,350.00 per year (pro-rated). Payable from Title I Fund.

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UPARTOGRAPHICS NO. 125 8094 FORM NO. 10148

Held \_\_\_\_\_ JANUARY 26, \_\_\_\_\_ 20 17 \_\_\_\_\_

Name	Position	Schedule Placement	Annual Salary (pro-rated)
Annette Radin	Kindergarten - JD	D-2	\$41,350.00

- 3.5 Offer employment to the following individual to serve as Intervention Support Teacher in schools or the 2016-2017 school year, effective January 3, 2017-June 1, 2017; with stipend of \$25.00 an hour, not to exceed \$15,000.00 each for the year. Payable from Title I Fund.

Name	Position	Rate of Pay
Carma Coley	Intervention Support Teacher	\$25.00/per hour/ Not to exceed \$15,000.00

- 3.6 Offer employment to Paula Shaw, as a Curriculum and Instructional Specialist for John Dewey, for one (1) year, effective for 2016-2017 school year, at a cost not to exceed \$65,085.93 (pro-rated). Payable from Title I Fund.

Name	Position	Annual Salary (pro-rated)
Paula Shaw	Curriculum and Instructional Specialist - JD	\$65,805.93

Vote:

Ayes – Mrs. Elba, Mrs. Mumin, Mrs. Gaiter, Ms. Mitchell, Mr. Freeman

Nays – None

Motion carried

R-01-17-35

5-0

Moved by Mrs. Gaiter and seconded by Mrs. Mumin to approve item 3.7 to offer employment to the following individuals, for the Supplemental Coaching Contract listed, for a period of one (1) year; effective for the 2016-2017 school year, according to the negotiated supplemental contract (excluding Jeffrey Jenkins, to be voted on separately). Payable from Genera Fund.

Name	Position	Salary
Antonio Coleman	Boys Head Coach – HS Track	\$4,000.00
Michael Bailey	Boys Asst. Coach – HS Track	\$3,200.00
Ernest Connor	Head Coach – HS Baseball	\$4,000.00
Jon Thompson	Asst. Coach – HS Baseball	\$3,200.00
Jessica Grimes	Head Coach – MS Softball	\$4,000.00
Randy Tucker	Head Coach – MS Track	\$2,800.00
Matthew Rancourt	Asst. Coach – MS Track	\$2,800.00
Derrick McFarland	Head Coach – MS Baseball	\$2,800.00

Vote:

Ayes – Mrs. Elba, Ms. Mitchell, Mrs. Mumin, Gaiter, Mr. Freeman

Nays – None

Motion carried

R-01-17-36

5-0

Moved by Mrs. Gaiter and seconded by Ms. Mitchell to offer employment to the following individual, for the Supplemental Coaching Contract listed, for a period of one (1) year; effective for the 2016-2017 school year, according to the negotiated supplemental contract. Payable from General Fund. (Mrs. Gaiter stated that Mr. Jenkins has been a coach for a number of years and any problems should have been dealt with when it occurred with the proper protocol.)

**RECORD OF PROCEEDINGS**

Minutes of

WARRENSVILLE HEIGHTS CITY BOARD OF EDUCATION

Meeting 03-17

**REGULAR MEETING**

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JANUARY 26,

20 17

Name	Position	Salary
Jeffrey Jenkins	Girls Head Coach – HS Track	\$4,000.00

Vote:

Ayes – Ms. Mitchell, Mrs. Gaiter, Mr. Freeman

Nays – Mrs. Elba, Mrs. Mumin

Motion carried

R-01-17-37

3-2

Moved by Ms. Mitchell and seconded by Mrs. Gaiter to approve the following consent agenda items 4.1-4.4:

Classified

- 4.1 Accept the resignation of Tanya Nichols, Substitute Custodian, effective January 20, 2017.
- 4.2 Offer employment to the following individuals, as a Substitute Paraprofessional, as and when needed for the 2016-2017 school year. At the established rate of \$10.00 per hour. Payable from General Fund.

Name	Position	Rate of Pay
Ke'Andra Lampley	Substitute Paraprofessional	\$10.00/per hour
Deshawn Howard	Substitute Paraprofessional	\$10.00/per hour

- 4.3 Offer employment to the following individual, as a Substitute Secretary, as and when needed for 2016-2017 school year. At the established rate of \$10.00 per hour. Payable from the General Fund.

Name	Position	Rate of Pay
Imani Brown	Substitute Secretary	\$10.00/per hour

- 4.4 Offer employment to the following individuals, as a Substitute Custodian, as and when needed for the 2016-2017 school year. At the established rate of \$10.00 per hour. Payable from General Fund.

Name	Position	Rate of Pay
Julius Applin	Substitute Custodian	\$10.00/per hour
Tyree Johnson	Substitute Custodian	\$10.00/per hour

Vote:

Ayes – Mrs. Mumin, Mrs. Gaiter, Ms. Mitchell, Mr. Freeman

Nays – Mrs. Elba

Motion carried

R-01-17-38

4-1

Non-Personnel and Program Resolutions

Moved by Ms. Gaiter and seconded by Ms. Mitchell to approve the days and hours for the High School OGT Extended Day Program to run from February 20, 2017 – March 11, 2017. Cost \$4,035.00, payable from Title I Fund.

(Mrs. Mumin asked if students are attending the OGT Extended program of which Mr. Jolly stated yes.)

Vote:

Ayes – Mrs. Elba, Mrs. Mumin, Ms. Mitchell, Mrs. Gaiter, Mr. Freeman

Nays – None

Motion carried

R-01-17-39

5-0

# RECORD OF PROCEEDINGS

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## REGULAR MEETING

BEAM GRAPHICS 800-325-8694 FORM NO 10148

Held \_\_\_\_\_ JANUARY 26, \_\_\_\_\_ 20 17 \_\_\_\_\_

### District Policies

- 6.1 Administrative Guidelines-- Mr. Jolly stated that NEOLA is working on the Administrative Guidelines and Board Policies. Board Member Elba stated that she hopes NEOLA will have the policies for the Board to review or meet with NEOLA.
- 6.2 Policy Updates—First (1<sup>st</sup>) Reading of Policies Volume 35 No. 1.

Policy No.	Title
1530	Evaluation of Principals and other Administrators
1619	Group Health Plans
1619.01	Privacy Protection of Self-Funded Group Health Plans
1619.02	Privacy Protection of Fully Insured Group Health Plans
1619.03	Patient Protection and Affordable Care Act
2460	Special Education
3220	Standards-Based Teacher Evaluation
3419	Group Health Plans
3419.01	Privacy Protection of Self-Funded Group Health Plans
3419.02	Privacy Protection of Fully Insured Group Health Plans
3420	Health Insurance Benefit
4419	Group Health Plans
4419.01	Privacy Protection of Self-Funded Group Health Plans
4419.02	Privacy Protection of Fully Funded Group Health Plans
4419.03	Patient Protection and Affordable Care Act
4420	Health Insurance Benefit - <b>Delete</b>
8330.0	Student Records

### Strategic Plan

- 7.1 Strategic Plan

Moved by Ms. Mitchell and seconded by Mrs. Gaiter to approve the selection of an architect for the Pre-Bond services—Moody Nolan.

Vote:

Ayes – Mrs. Mumin, Mrs. Gaiter, Ms. Mitchell, Mr. Freeman

Nays – Mrs. Elba

Motion carried

R-01-17-40

4.1

- 7.2 Budget and Finance – update calendar.
- 7.3 Facility Plan.

### Unfinished Business

- Board Retreat: Mrs. Gaiter stated that there is plenty of professional development in communications, conferences, and OSBA workshops. She noted that the OSBA Achievers Assessment was successful, but all Board members have to be willing to participate, she also mentioned the cost of Kendal Lee at \$3,800. Mrs. Mumin stated that she does not think a retreat is needed at this time since it will not change the behavior of different personalities. Ms. Mitchell agreed with all others. Mrs. Elba stated that she is not sure of the OSBA Achiever Assessment tool and that the tool did not reveal how board members can get along with each other more. President Freeman stated that the board needs to focus on the children of the District and that a retreat should occur when the board gets along better.

### New Business

- Donations—Mr. Jolly thanked all for their donations to the district.

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Moved by Mrs. Gaiter and seconded by Ms. Mitchell to accept the following donations:

- 9.1 Accept the donation of coats, toys, and food items from Tim Lally Chevrolet, 24999 Miles Road, Warrensville Hts., Ohio, 44128.
- 9.2 Accept the donation of \$500.00, a stipend from a peer leadership grant that Warrensville Heights scholars were involved in from Operational Keepsake, 2305 East Aurora Dive, Suite 1, Twinsburg, Ohio, 44087.
- 9.3 Accept the donation of \$72.00, for 16 scholars to attend the movie Hidden Figures, from Mr. Fred Parks of Fredericks Wine and Dine Restaurant, 22005 Emery Road, Warrensville Hts., Ohio, 44128.

Vote:

Ayes – Mrs. Elba, Mrs. Mumin, Ms. Mitchell, Mrs. Gaiter, Mr. Freeman

Nays – None

Motion carried

R-01-16-41

5-0

- Review of work session agenda format—Ms. Mitchell led a presentation on the process of utilizing a work session in conjunction with a regular board meeting following stating that the role of the Board of Education is to establish a direction for the District. President Freeman stated that the goal is to show what the District is doing and working on. Ms. Mitchell also stated that the work session will give the public an opportunity to respond to the topics covered in the work session. President Freeman stated that the Board will move to a work session on February 9, 2017 and Mrs. Mumin stated that the work session could be a vehicle to have more communication with the board and administration.

Announcements

- President Freeman stated that the Board will meet in executive session on February 1, 2017 to discuss pending litigation.
- Mrs. Gaiter congratulated Mrs. Shaw on her promotion.
- Mr. Jolly announced that the Middle School Mustangs won the championship.

Adjournment

Moved by Mrs. Gaiter and seconded by Ms. Mitchell that the board adjourn the meeting.

Vote:

Ayes – Mrs. Elba, Mrs. Mumin, Ms. Mitchell, Mrs. Gaiter, Mr. Freeman

Nays – None

Motion carried

R-01-17-42

5-0

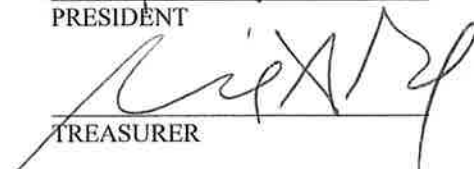
Meeting adjourned at 8:50 p.m.

5/3/2017

DATE

  
PRESIDENT

ATTEST:

  
TREASURER

“This meeting has been audio recorded and that recording is made a part of these minutes.”