

The Organizational Meeting of the Warrensville Heights Board of Education was held on Monday, January 8, 2018, at 7:00 p.m., at the Warrensville Heights High School, Room 154, 4270 Northfield Road, Warrensville Heights, Ohio.

#### Roll Call

President Pro Temp Ray 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.

#### Oath of Office

The swearing in ceremony was conducted by the Honorable Bradley D. Sellers, Mayor of the City of Warrensville Heights, Ohio, for Mrs. Millicent Gaiter and Mrs. Barbara A. Mumin. Mrs. Gaiter and Mrs. Mumin were asked to raise their right hand and repeat the Oath of Office.

“I [Millicent Gaiter] [Barbara A. Mumin] do solemnly swear, that I will support the Constitution of the United States and the Constitution of the State of Ohio; and that I will faithfully and impartially discharge my duties as member of the Board of Education of the Warrensville Heights City School District, Cuyahoga County, Ohio, to the best of my ability and in accordance with the laws now in effect and hereinafter to be enacted, during my continuance in said office and until my successor is elected and qualified.”

[Millicent Gaiter] [Barbara A. Mumin]—Mayor Bradley D. Sellers:  
“Sworn to and scribed before him this 8<sup>th</sup> day of January, 2018.”

New Board Members: Mrs. Millicent Gaiter, and Mrs. Barbara A. Mumin.

#### 1.5 Election of President

In accordance with Section 3313.14 of the Ohio Revised Code, Dr. Rock, Treasurer, called for nominations for President of the Board of Education for the year 2018.

Mrs. Mumin nominated Mr. Ray Freeman for President of the Board of Education and seconded by Ms. Mitchell.

Vote:

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

Nays – None

Motion carried

5-0

R-01-18-01

#### 1.6 Election of Vice President

In accordance with Section 3313.14 of the Ohio Revised Code, President Freeman

Vote:

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

Nays – None

Motion carried

R-01-18-02

5-0

1.7 Set Time and Date of Board Meetings

The Board discussed changing the Board meetings to the second and fourth Monday of each month at 7:00 p.m. A schedule will be presented to the Board at the next meeting. The Board said any Monday holidays will be pushed to the next Monday. The next Board meeting will be Monday January 22, 2018 at 7:00 p.m. in the High School lecture room 154.

Moved by Ms. Mitchell and seconded by Mrs. Mumin that the proposed dates for 2018 work session (second Monday) and regular (fourth Monday) board meeting meetings, except November and December. All meetings will begin promptly at 7:00 p.m., at the Warrensville Heights High School, Lecture Room 154. A schedule for 2018 will be presented at the next regular meeting Monday, January 22, 2018.

Vote:

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

Nays – None

Motion carried

R-01-18-03

5-0

1.8 Committee Assignments

Moved by Ms. Mitchell and seconded by Mrs. Mumin to approve the following committee assignments:

- |   |             |
|---|-------------|
| • Budget and Finance:                         | All         |
| • Policy Committee                            | All         |
| • Legislative                                 | Mrs. Gaiter |
| • Northeast Ohio Regional Executive Committee | Mrs. Elba   |
| Liaison - OSBA Black Caucus Scholarship       | Mrs. Elba   |

Vote:

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

Nays – None

Motion carried

R-01-18-04

5-0

1.9 Waiver of the Reading of the Minutes

Moved by Ms. Mitchell and seconded by Mrs. Mumin to approve the waiver of reading of minutes.

Vote:

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

Nays – None

Motion carried

R-01-18-05

5-0

language for \$60,000 relates to districts with 30,000 or more students. Dr. Rock explained that a district with 40,000 students would equal \$80,000 by the formula, but the overall spend is limited to \$60,000 as stated in the Ohio Revised Code.

Moved by Ms. Mitchell and seconded by Mrs. Gaiter to approve the Service Fund for Board Members (ORC 3315.15) for expenses accrued when attending functions at \$2.00 per student or \$20,000.00 whichever is greater. (BOE 6231, BOE 0147) \$4,000.00 per board member for 2018, remaining funds will be disbursed by the district.

Vote:

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

Nays – None

Motion carried

R-01-18-06

5-0

#### 1.11 Board Travel

The Board discussed the potential of voting on travel prior to any Board travel for conventions and conferences.

Moved by Ms. Mitchell and seconded by Mrs. Gaiter to approve that the Board vote for travel to non-standard conferences.

Vote:

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

Nays – None

Motion carried

R-01-18-07

5-0

#### Standard Authorizations for Superintendent and Treasurer

Moved by Ms. Mitchell and seconded by Mrs. Gaiter to approve the following consent agenda items 2.1-2.14 (excluding item 2.4, to be voted on separately):

- 2.1 Approve Investment Authority – The Treasurer will be authorized and directed to invest monies surplus to the immediate needs of the school district in a manner authorized by law which will accrue the greatest fiscal benefits to the school district; to provide a monthly report of investments and earnings thereof; to provide compliance with the Ohio Revised Code on accounting and subject investments; and to provide a prorated apportionment of earnings. (BOE 6144)
- 2.2 Approve Authorization of Payments of Claims on School Funds.
  - A) Authorization given to pay, between regular meetings, all fixed bills, claims, and other such documents bearing discount, within the limits of the appropriation, and other documents that are due and for which the materials have been received. All such bills and claims by the Treasurer shall be reported to the Board at the next regular meeting. In addition, all transfers from account to account and fund to fund made by the Treasurer shall be reported to the Board at the next regular meeting.
  - B) Authorization to be given as provided in Section 3313.18, Ohio Revised Code, to dispense with the adoption of resolutions authorizing the purchase or sale of property, except real estate, the employment, appointment or confirmation of officers and employees, except as otherwise provided by law, the payment of debts, or claims

- 2.3 Approve Procedure for Opening and Reporting Bids. When advertisements for bids are published, and the bids received on the appointed date and time, that those bids be immediately opened by the Treasurer at the designated time or by designated representative, that the bids be immediately publicly read, and that a report of the bids received be made to the Board of Education at the next regular or special meeting. (BOE 6320)
- 2.5 Approve Board Compensation. Board of Education members are paid \$125.00 per regular/special meeting plus mileage for meetings out of the district at the rate provided by the Ohio Revised Code (ORC).
- 2.6 Approve and appoint the law firm Squires Patton Boggs, LLP, for representation of the Warrensville Heights City School District for purposes of bond counsel.
- 2.7 Approve secure membership with the OSBA Legal Assistance Fund to provide general and limited legal services for the district for 2018, at a cost not to exceed \$300.00.
- 2.8 Approve Advances on Tax Settlements. Authorized the Treasurer to secure advances on local taxes from the Cuyahoga County Auditor when funds are available and payable to the district. (BOE 6220)
- 2.9 Approve Agents of the Board. Designate and authorize the Superintendent, or his designee, and the Treasurer to act as agents of the Board of Education in the application of all grants; to authorize the completion of all grant applications; and to authorize the Treasurer to appropriate funds for grants awarded, including the advancement of funds for later reimbursement when required by grant terms, without further Board approval. (BOE 6110)
- 2.10 Approve Debt Service Resolution and Fund to Fund Transfers. Authorize the Treasurer to complete all necessary fund to fund transfers to pay debt obligations. With subsequent board approval.
- 2.11 Approve and authorize Superintendent as the purchasing agent of the district, with adopted appropriations, for purchases up to \$25,000.00.
- 2.12 Approve and authorize the Superintendent and the Treasurer to accept all donations to the school district on behalf of the Board of Education. (BOE 7230) With subsequent board approval.
- 2.13 Approve and authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer. (BOE 3120 and 4120) Payroll will be disbursed after board approval.
- 2.14 Approve and authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance. (BOE 3140 and 4140)

## Vote:

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

Nays – None

Motion carried

R-01-18-08

Vote:

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

Nays – Mrs. Elba

Motion carried

R-01-18-09

4-1

Adjournment of Organizational Meeting

Moved by Ms. Mitchell and seconded by Mrs. Gaiter that the board adjourn the Organizational meeting and begin the Work Session meeting.

Vote:

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

Nays – None

Motion carried

R-01-18-10

5-0

(Organizational meeting adjourned at 8:05 p.m.)

(Recess from 8:05-8:15 p.m.)

Work Session/Roll Call

President Freeman called the Work Session meeting to order at 8:15 p.m., and asked the Treasurer, Dr. Michael A. Roll 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

Agenda

3.2 Moved by Ms. Mitchell and seconded by Mrs. Mumin to accept the work session Agenda, dated January 8, 2018.

Vote:

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

Nays – None

Motion carried

R-01-18-11

5-0

Presentation

- Joe Siegfert from NEOLA presented an update to the Board in regards to NEOLA Volume 36 No. 1 which covered various policies with required changes from law that were recommended for edits from NEOLA. Mr. Siegfert mentioned that the Board now has an option to designate non-public purpose expenditures such as refreshments or recognition awards by utilizing a resolution of which he will forward to the Board.

Treasurer's Report and Financial Recommendations

Treasurer Dr. Rock presented an update to the Board in regards to the tax budget for 2019 school year as required by the County Fiscal Officer.

Moved by Ms. Mitchell and seconded by Mrs. Gaiter to approve the following consent agenda items 4.1-4.2:

- 4.1 Approve the Resolution of the 2018-2019 Tax Budget.
- 4.2 Approve the Cash Reconciliation and Financial Report for November 2017.

Board Policy Review

- 5.1 Policy Review—1<sup>st</sup> reading of Volume 36 No. 1.

<b>Policy No.</b>	<b>Title</b>
2111	Parent and Family Involvement
2271	College Credit Plus Program
2464	Gifted Education and Identification
4120.05	Employment of Substitute Educational Aides
5136	Personal Communication Devices
5136.01	Electronic Equipment
5200	Attendance
5330	Use of Medications
5530	Drug Prevention
6233	Amenities for Participants at Meetings and/or other Occasions
6680	Recognition
7730	Disposition of Real Property/Personal Property
8600.04	Bus Driver Certification
9141	Business Advisory Council
7540.03	Student Technology Acceptable Use and Safety
7504.04	Staff Acceptable Use and Safety
7540.05	District-Issued Staff E-Mail Account
7540.06	District-Issued Student E-Mail Account

2020 Strategic Plan

- 6.1 Facilities—Superintendent Jolly present an update to the Board in relation to the new Prek-5 Building and phase two of the facility master plan to the Board that included a summary of all that has happened in regards to getting the finance, partnering with the OFCC, upcoming community engagement meetings, and phase two.
- 6.2 Academics—Superintendent Jolly presented an update to the Board in regards to the progress of the academic program and efforts of various departments.

Board Goals

- Ms. Mitchell stated that the board goals will be discussed at the February 12, 2018 work session meeting.

Unfinished Business

- Certificate of insurance.
- Use of building forms.

New Business

- 9.1 Board Travel - NSBA Annual Conference, in San Antonio, Texas, April 6-9, 2018.

Moved by Ms. Mitchell and seconded by Mrs. Gaiter to approve board members to travel to NSBA Annual Conference, in San Antonio, Texas, April 6-9, 2018.

Vote:

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

Nays – None

Motion carried

Executive Session

Moved by Ms. Mitchell and seconded by Mrs. Gaiter that the board enter into executive session for the purpose of having conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

Vote:

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

Nays – None

Motion carried

R-01-18-14

5-0

(Entered in Executive Session at 9:17 p.m.)

(Returned to Public Session at 9:50 p.m.)

Adjournment

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

Vote:

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

Nays – None

Motion carried

R-01-18-15

5-0

Meeting adjourned at 9:50 p.m.

3/29/18  
DATE

Ray A. Freeman  
PRESIDENT,

ATTEST:

[Signature]  
TREASURER

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