

RECORD OF PROCEEDINGS

Minutes of

WARRENSVILLE HEIGHTS CITY BOARD OF EDUCATION

Meeting 08-17

REGULAR MEETING

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

Held

MARCH 23,

20 17

The Regular Meeting of the Warrensville Heights Board of Education was held on Thursday, March 23, 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 member 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 March 23, 2017.

Vote:

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

Nays – None

Motion carried

R-02-17-54

5-0

Public Participation

- A concerned parent mentioned that the administration needs to review the nurse services at John Dewey. The parent is concerned about the services their child is receiving. Superintendent Jolly stated that he discussed the concerns with the parent prior to the meeting and will research the parent's concerns.
- A parent stated their concerns related to an incident at Eastwood Elementary School where the parent was not allowed on school property anymore due to a threat. The parent had concerns that the teacher was threatened and concerns the teacher was being insubordinate. The parent also raised concerns in relation to the Principal and Chief of Security. Superintendent Jolly responded that the District has to take threats seriously for the safety of the District. Superintendent Jolly stated that the focus is on the students and that the student is ok. Board President Freeman mentioned that a police report was filed and that the District has to follow up on threats.
- A parent stated concerns on the Principal at Eastwood Elementary school and stated that they will go to Columbus to file a complaint.
- A concerned parent stated that an advocate is needed for all levels of the school community that includes adults and students, for children in need. Superintendent Jolly stated that the District now has a Social Worker. A Board member stated that issues should be reported to the principal and then the principal can take the issues to the Social Worker.

Presentation

- Secondary Academic Coordinator Ruth Ray presented an update to the Board in relation to the Pearson ELA Program for English Language Arts. Ms. Ray explained the process of evaluating the materials, rubric for the analysis, and included two ELA Teachers to provide further explanations of the need for the program. The two teachers stated that the program is valuable for getting the students to write with sentences in meaningful paragraphs and that it would be a great program for the 9th grade. Ms. Ray stated that the program will be communicated to parents on literacy night. The Board asked various questions on the program, of which Ms. Ray answered and Roxanne Lozar PreK-5 Academic Coordinator also assisted in answering.

RECORD OF PROCEEDINGS

Minutes of

WARRENSVILLE HEIGHTS CITY BOARD OF EDUCATION

Meeting 08-17

REGULAR MEETING

Held

MARCH 23,

20 17

Superintendent's Updates

- Superintendent Jolly provided an update to the Board in relation to the ODE academic review visit stating that various school community stakeholders, staff, and administration were interviewed for the review process. Superintendent Jolly continued by mentioning that two Board Members were recognized by the OSBA for the Award of Achievement and introduced a new program where community members can shadow a school principal for half a day in order to experience the position (Principal for a Day Program).
- Superintendent Jolly stated that the District is in a serious crossroads and that it is imperative that the school community come together. He described how important the school system is for the community and property values. He stated that we are all accountable for the community and that a united community is needed for the future success of the District.
- A Board Member inquired to plans for cooling the buildings and planning for the spring and summer months. Superintendent Jolly stated that the Business Office is working on a plan that includes the analysis of electrical concerns, equipment, and the bidding process if the project exceeds \$25,000.

Treasurer's Report and Financial Recommendations

Treasurer Dr. Rock presented an update to the Board on State Funding, Federal Funding, the recent State Audit, Then and Now Certificates, and minutes preparation. Dr. Rock provided an update on the historical State Funding revenue stream for the District including a snapshot of per pupil funding history with the Governor's current budget proposal which is frozen at the 2017 level of \$6,000 per student for FY 2018 and FY 2019. He presented a historical analysis of Federal Funding due to the current Federal Budget potentially cutting 14% of federal expenditures for public education which will create a potential decrease of \$288,158 for the District based on FY 2017 Federal Funding levels. Dr. Rock provided a summary of the State Audit for FY 2016 which was a clean audit with no findings for recovery or audit concerns. Dr. Rock mentioned that the State Auditor's recommended the use of then and now certificates, super blanket purchase orders, and blanket purchase orders to increase the proper encumbering for the District, but stressing that these are mere suggestions and not audit findings or significant deficiencies. Dr. Rock stated that the District received the Auditor of State Award for having a clean audit and filing timely financial statements. The award is for exemplary financial reporting for the Fiscal Year of 2016. Dr. Rock provided research on meeting minutes preparation for Board Meetings stating what is required to be such as name of the board member initiating a motion, name of the board member seconding the motion, time and place of meeting, purpose of the meeting, and the adjournment of the meeting. He further explained that the minutes do not need to be verbatim transcripts and that the minutes should reflect enough facts and information to permit the public to understand the rationale behind the public body's decisions.

Board Members had questions on super blanket purchase orders, the preparation of minutes, and the then and now certificates on the agenda. Dr. Rock explained the then and now certificates on the agenda stating that a then and now is required when the invoice date comes before the purchase order date. The Board agreed to move to a more generic summary approach to preparing the minutes and Dr. Rock stated he will get the draft minutes to the Board within seven days after the meetings.

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

- 2.2 Approve the Then and Now for Kolick & Kondzer, in the amount of \$10,643, to cover outstanding invoices. Payable from General Fund.
- 2.3 Approve the Then and Now for Lykins Oil Company, in the amount of \$5,573.11, to cover outstanding invoices. Payable from General Fund.
- 2.4 Approve a Then and Now for Coleman Spohn, in the amount \$4,371.68, to cover outstanding invoices. Payable from General Fund.

RECORD OF PROCEEDINGS

Minutes of

WARRENSVILLE HEIGHTS CITY BOARD OF EDUCATION

Meeting 08-17

REGULAR MEETING

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held MARCH 23, 20 17

- 2.5 Approve the Cash Reconciliation and Financial Reports for January 31, 2017 and February 27, 2017.

Vote:

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

Nays – None

Motion carried

R-03-17-66

5-0

Superintendent's Recommendations

Moved by Ms. Mitchell and seconded by Mrs. Gaiter to approve the following consent agenda items 3.1-3.2 (Certified):

- 3.1 Offer employment to Faith Gordon, as Social Worker, for a period of one (1) year, beginning March 27, 2017. At the effective annual salary of \$58,520.00 (pro-rated); for the remainder of the 2016-2017 school year. Payable from Title I Fund.
- 3.2 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. Payable from General Fund

Name	Position	Annual Salary
Robyn Swift	Head Softball Coach-HS	\$4,000.00
Lawanda Shelley-Brown	Asst. Softball Coach-HS	\$3,200.00
Valerie Thomas	Asst. Track Coach-Girls-HS	\$3,200.00

Vote:

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

Nays – None

Motion carried

R-03-17-67

5-0

Moved by Ms. Mitchell and seconded by Mrs. Gaiter to approve the following consent agenda items 4-1-4.5 (Classified):

- 4.1 Offer employment to Valerie Gamble, as Bookkeeper, at the rate of \$16.31 per hour; beginning March 27, 2017. Payable from General Fund.
- 4.2 Offer employment to Nicole Zeigler, as Linkage Coordinator; beginning on March 13, 201 for the remainder of the 2016-2017 school year. At the established salary of \$38,320.00 per year (pro-rated). Payable from CTAG Grant.
- 4.3 Offer employment to Gloria Person, as Lunch Aide, at John Dewey Elementary, beginning on March 27, 2017 for the remainder of the 2016-2017 school year. At the established rate of \$9.85 per hour. Payable from General Fund.
- 4.4 Offer employment to the following individuals, as Substitute Custodians, effective for the 2016-2017 school year. At the established rate of \$10.00 per hour. Payable from General Fund.

Name	Position	Rate of Pay
Sander Hines	Substitute Custodian	\$10.00/per hour
Darius Smith	Substitute Custodian	\$10.00/per hour

- 4.5 Offer employment to the following individual, as Substitute Paraprofessional, effective for the 2016-2017 school year. At the established rate of \$10.00 per hour. Payable from General Fund.

RECORD OF PROCEEDINGS

Minutes of

WARRENSVILLE HEIGHTS CITY BOARD OF EDUCATION

Meeting 08-17

REGULAR MEETING

BEAR GRAPHICS 800.325.8094 FORM NO 10148

Held _____ MARCH 23, _____ 20 17 _____

Name	Position	Rate of Pay
Johanna Collier	Substitute Paraprofessional	\$10.00/per hour

Vote:

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

Nays – None

Motion carried

R-03-17-68

5-0

Moved by Mrs. Gaiter and seconded by Ms. Mitchell to approve the following consent agenda items 5.1-5.7 (excluding 5.6, to be voted on separately):

- 5.1 Accept the donation of \$500.00 from Mrs. Crystal Underwood, 24409 Emery Road, Warrensville Hts., OH; for the field trips to enhance the instructional programs at the high school.
- 5.2 Accept a \$50.00 donation from Ray A. Freeman, 4469 Lee Heights Boulevard, Warrensville Hts., OH.
- 5.3 Accept the donation of 12 pair of custom track shoes and \$1,500.00, from Wardell McGhee.
- 5.4 Approve the Camp Invention program to be held at John Dewey from June 5 – June 9, 2017.
- 5.5 Approve a two (2) week Kindergarten Readiness Camp for preschoolers entering kindergarten in the fall. Cost \$1,375.00, payable from Title I Fund.
- 5.7 Adopt and approve the High School ELA Program, myPerspectives, at the effective cost of \$70,761.51 beginning the 2017-2018 school year. Payable from General Fund.

Vote:

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

Nays – None

Motion carried

R-03-17-69

5-0

5.6 Moved by Mrs. Gaiter and seconded by Ms. Mitchell to enter into a primary agreement with the Education Service Center of Cuyahoga County, effective July 1, 2017 – through June 30, 2019. This is a standard operating procedure.

Vote:

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

Nays – Mrs. Elba

Motion carried

R-03-17-70

4-1

District Policies

- 6.1 Administrative Guidelines - The Board discussed recent communication with Joseph Siegferth from NEOLA in regards to recommendations for policies to review.

Unfinished Business

- The Board discussed the Board Service Fund that covers travel and registration expenditures for Board professional development. Dr. Rock will provide an update and fund balance after the completion of the National School Board Association conference which is being attended this week.
- The Board asked that discussion about the HVAC conditions in the school buildings be added to this section for continued conversation at future board meetings until they have a resolution.

RECORD OF PROCEEDINGS

Minutes of

WARRENSVILLE HEIGHTS CITY BOARD OF EDUCATION

Meeting 08-17

REGULAR MEETING

BEAR GRAPHICS 800-325-6094 FORM NO. 10148

Held

MARCH 23,

2017

Announcements

- President Freeman acknowledged the Ohio School Boards Association Award of Achievement award to two Board Members and Dr. Rock added that Warrensville Heights represented two of the total of fourteen board members that received the award in the North East Ohio Region.

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-03-17-71

5-0

Meeting adjourned at 9:05 p.m.

5/3/2017
DATE

[Signature]
PRESIDENT

ATTEST:

[Signature]
TREASURER

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