

To be approved at the Board of Education meeting March 3, 2015.

## MINUTES OF THE FEBRUARY 10, 2015 REGULAR BOARD OF EDUCATION MEETING.

The Shaker Heights Board of Education met in regular session on Tuesday, February 10, 2015, at 5:00 p.m. in the small auditorium including beginning at 6:00 p.m. the annual State of the Schools presentation in the large auditorium of Shaker Heights High School, 15911 Aldersyde Drive, Shaker Heights, Ohio 44120.

### **1. OPENING OF MEETING**

#### **1.1 CALL TO ORDER**

At 5:01 p.m., President William L. Clawson II, who presided over the meeting, called the meeting to order.

#### **1.2 PLEDGE OF ALLEGIANCE**

A fourth grader from Mercer Elementary School led the Board of Education in the pledge of allegiance, after which Superintendent Gregory C. Hutchings, Jr. asked Principal J. Lindsay Florence to give an update on Mercer Elementary School. Mr. Florence spoke about the International Baccalaureate evaluation process getting underway. It will take approximately four to six months to prepare and will take place in 2016. At Mercer they continue to implement the RULER approach, which focuses on emotional literacy for better students and better people. Mercer, along with all the elementary buildings, has implemented a math series called envision, which is aligned with the Common Core and focuses on problem solving.

#### **1.3 ROLL CALL**

President Clawson directed Treasurer Bryan C. Christman to call the roll.

#### **Members present:**

Alex L. Dykema, Amy H. Fulford, Reuben Harris, Jr., Annette Tucker Sutherland and William L. Clawson II.

#### **1.4 PUBLIC COMMUNICATION TO THE BOARD**

Board policy permits the President to invite public comment. The President designates the time for any comment and will limit the time to three minutes per speaker so as to be respectful of all who desire to offer public comment. Extensions to the three minute limit may be granted by the President. Anyone who wishes to speak at the time designated by the President should raise his or her hand and, when called upon, stand and state his or her name and address for the record. Because comments sometimes concern complex topics requiring research, an immediate response should not be expected. Board and staff members may be contacted for follow-up.

At this time, President Clawson acknowledged and thanked the audience for being in attendance at the meeting. However, the Board would have to limit public comment to only 30 minutes so as to enable the State of the Schools presentation to begin at its scheduled 6:00 start time. President Clawson then selected a number of those wishing to speak during the public comment section of the agenda. Twelve individuals, including Shaker teachers, parents and residents gave statements of support for District teacher Cathy Grieshop, after which one individual spoke of the need to remember the student in the process.

After the final speaker concluded, President Clawson reminded the audience that the Board cannot comment on personnel matters, after which the meeting continued.

### **1.5 APPROVAL OF BOARD MEETING MINUTES**

At the recommendation of Board President Clawson, and upon receiving a motion and a second, the Board of Education voted on approving the unofficial minutes for the January 13, 2015 Regular Board Meeting, the January 17, 2015 Special Board Meeting and the January 27, 2015 Special Board Meeting as presented in the attachments below.

Motion by Amy Fulford, second by Reuben Harris, Jr.

Final Resolution: Motion Carries

Yes: Alex Dykema, Amy Fulford, Reuben Harris, Jr., Annette Tucker Sutherland, William Clawson II

15-02-24

## **2. APPROVAL OF ALL ACTION ITEMS AND REPORTS - PERSONNEL**

### **2.1 APPROVAL OF ALL CERTIFIED AND CLASSIFIED PERSONNEL ITEMS**

At the recommendation of Superintendent Gregory C. Hutchings, Jr., and upon receiving a motion and a second, the Board of Education voted on approving all personnel items. Note-section Categories 3. Personnel and 4. Addendum-Personnel of the agenda may be acted on in one motion. Note-all personnel actions are for the 2014-2015 school year unless otherwise noted.

## **3. ACTION ITEMS AND REPORTS – PERSONNEL**

### **3.1 CHANGES IN ASSIGNMENT**

Haffke, Louise - (Nurse/Fernway) - Class M.A., step a of the Teachers' Salary Schedule - increase from 4.5 hours to 6.5 hours per day - effective February 1, 2015 through June 10, 2015

Harris, Jerome – (Building Assistant/Mercer) – from Custodian/Woodbury, step 8 to Building Assistant/Mercer, step 1 - effective January 20, 2015

Powell, Kerry - (Administrative Assistant II/Woodbury) - from Educational Support Specialist/Woodbury to Administrative Assistant II/Woodbury, step 9 - effective February 17, 2015

### **3.2 TEMPORARY EMPLOYEES**

Building Monitors, Head Lunchroom Aides, Lunchroom Aides, Off-Duty Police Officers, Student Technology, Aides, Student Aides, Substitute American Sign Language Interpreters, Substitute Bus Drivers, Substitute Bus Monitors, Substitute Custodians, Substitute Secretarial Technicians, Substitute Security, Substitute Teacher Aides, Technology Interns, Tutoring Center Study Assistants, Blended Learning Tutors, Proctors, Lunch Room Supervisors, Substitute Tutors, Home Instructors, Substitute Teachers, Substitute Nurses, Substitute Library Aides, and Tutoring Center Tutors:

Barney, Kathryn Ann (Proctor)  
Bell, Christine (Substitute Nurse)  
Brown, Peter (Proctor)  
Donovan, Tim (Proctor)  
Dreyer, Jordan (Proctor)

Jackson, Erin (Proctor)  
Kerr, R. Gregory (Proctor)  
McAfee, Brian (Proctor)  
Montgomery, David (Tutor)  
O'Connor, Maureen (Tutor)

Gehring, Brittany (Proctor)  
Harris, Ryan (Proctor)

Ouellette, Anne (Tutor)  
Warner, Sophie (Bookstore)

### **3.3 SPECIAL ASSIGNMENTS**

Authorization is requested for staff members to participate in the following activities:

#### Commencement Organization

Up to 9 units  
Nackley, Molly

#### K-12 Mathematics Curriculum Guide Elementary

Up to 3 units per individual

Baker, Maria  
Hassell, Andree

Porta, Kathryn

#### Review of Student Learning Objectives

1-1/2 Unit each

Abrams, Jaclyn  
Baker, Maria  
Berger, Brian  
Boyd, Carol  
Bradd, Andrea  
Brown, Katherine  
Clopton, Mario  
Cohen, Adam  
DeMauro, Karen  
Enie, Mark  
Goldstein, Abigail  
Hannah, Amy  
Hernan, Joe  
Hochman, Carol  
Hruby, Anna  
Keener, Lauren  
Krohn, Christa

Mason, Elaine  
Murphy, Nora  
Nieves, Ilka  
Oryl, Chris  
Owens, Kim  
O'Verko, John  
Podl, Jody  
Roy, Pia  
Schmidt, James  
Schneider, Robert  
Sheppard, Silvia  
Smith, Nicole  
Steiner, Cindy  
Stouffer, Christina  
Sumerak, Scott  
Szalay, Keith  
Torrence, Tod

### **3.4 CURRICULUM WRITING AND INSTRUCTIONAL PLANNING**

Authorization is requested for staff members to participate in curriculum writing and instructional planning. A unit refers to approximately one-half day of service at \$65.

#### Program Planning – High School Teacher Based Team Leaders

Up to 4 units per individual

Jackson, Susanna

### **3.5 SUPPLEMENTAL CONTRACTS**

#### High School

Clement, Blacque - Wrestling Freshman Coach (Winter) - 6.5 x 1  
Clement, Blacque - Pre-Season Wrestling Freshman Coach (Fall) - 2.5 x 1  
Edson, Drew - Swimming Assistant Coach (Men) (Winter) - 6.5 x 1  
Edson, Drew - Pre-Season Swimming Assistant Coach (Men) (Fall) - 2.5 x 1  
Gang, Theresa - Crew Coach (Fall) - .50 x 1

Hines, Taylor - Softball Assistant Coach (Spring) - 6.5 x 1  
 Rudell, John - Wrestling Assistant Coach (Winter) - 6.5 x 1  
 Rudell, John - Pre-Season Wrestling Assistant Coach (Fall) - 2.5 x 1  
 Seiberth, Cara - Crew Coach (Winter) - .54 x 1

#### Middle School

Lasley, Francine - School Paper - .112 x 1 (correction to the November 9, 2014 board agenda)  
 Warren, Tracey - School Paper - .112 x 1 (correction to the November 9, 2014 board agenda)

#### Woodbury School

Abrams, Jaclyn – Model United Nations - .05 x 16

### **3.6 CHANGES IN RATE FOR INDIVIDUAL SUBSTITUTE TEACHERS**

Bilyk, Jenna – (Grade 3 Teacher/Lomond) – Class M.A., effective January 21, 2015

Gehring, Brittany – (Grade 3 Teacher/Boulevard) – Class B.A., effective March 16, 2015

Kobilis, Michael – (Grade 5 Teacher/Woodbury) – Class M.A., effective January 27, 2015

Rodriguez, Elisa – (Integrated Language Arts Teacher/High School) – Class B.A., effective January 26, 2015

Tufts-Smith, Yvette – (50% IB Coordinator/50% ERP Coordinator/Onaway) - Class M.A., effective January 21, 2015

### **3.7 RESIGNATIONS**

Berggrun, Michelle - (Grade 3 Teacher/Fernway) - effective at the end of the 2014-2015 school year - 27 years of service (retirement)

Delgreco, Angela - (ELL Tutor/Mercer) - effective at the end of the 2014-2015 school year - 22 years of service (retirement)

Greenberger, Judith - (School Psychologist/Mercer) - effective at the end of the 2014-2015 school year - 18 years of service (retirement)

Messina, Marjorie - (Special Education Aide/Boulevard) - effective at the end of the 2014-2015 school year - 21 years of service (retirement)

Reed, Stacey - (Library Technician/Woodbury) - effective end of day June 10, 2015 - 8 years of service (resignation)

Willingham, Frederick - (Special Education Aide/High School) - effective end of day February 19, 2015 - 8 years, 6 months of service (resignation)

### **3.8 TERMINATIONS**

Warren, Rhonda - (Bus Driver/Transportation) - effective February 10, 2015

#### **4. ADDENDUM-PERSONNEL**

##### **4.1 APPOINTMENTS**

Johnson, Gregory – (Custodian/Woodbury) - step 2 – effective February 2, 2015

##### **4.2 TEMPORARY EMPLOYEES**

Building Monitors, Head Lunchroom Aides, Lunchroom Aides, Off-Duty Police Officers, Student Technology, Aides, Student Aides, Substitute American Sign Language Interpreters, Substitute Bus Drivers, Substitute Bus Monitors, Substitute Custodians, Substitute Secretarial Technicians, Substitute Security, Substitute Teacher Aides, Technology Interns, Tutoring Center Study Assistants, Blended Learning Tutors, Proctors, Lunch Room Supervisors, Substitute Tutors, Home Instructors, Substitute Teachers, Substitute Nurses, Substitute Library Aides, and Tutoring Center Tutors:

Kobilis, Michael (Lunch Aide)

##### **4.3 RESIGNATIONS**

Moon, Willa - (Bus Driver/Transportation) - effective end of day February 23, 2015 - 5 years, 2 months of service (resignation)

Motion by Annette Tucker Sutherland, second by Alex Dykema.

Final Resolution: Motion Carries

Yes: Alex Dykema, Amy Fulford, Reuben Harris, Jr., Annette Tucker Sutherland, William Clawson II

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#### **5. ACTION ITEMS AND REPORTS-BUSINESS (no items)**

#### **6. ADDENDUM-BUSINESS (no items)**

#### **7. ACTION ITEMS-BOARD OF EDUCATION (no items)**

#### **8. ACTION ITEMS AND REPORTS-TREASURER-FINANCE & BUDGET**

##### **8.1 MONTHLY FINANCIAL REPORT**

At the recommendation of Treasurer Bryan C. Christman, and upon receiving a motion and a second, the Board of Education voted on approving the monthly financial report consisting of the financial statements for the month and year-to-date ended December 31, 2014 (attached Exhibit T-1 in Subject Section 8.2) and the Interim Investments for January 2015 (attached Exhibit T-2 in Subject Section 8.3). Note-Subject Section 8.2 and 8.3 of the agenda may be acted on in one motion.

##### **8.2 FINANCIAL STATEMENTS**

It is recommended that the attached monthly financial statements for the month and year-to-date ended December 31, 2014 (Exhibit T-1) be accepted and placed on file for audit.

#### **DECEMBER 2014 FINANCIAL OVERVIEW**

The revenue activity for the month and for the fiscal year-to-date December 2014 has been very similar to the same reporting period for the prior year with the following exceptions:

- Personal Property Taxes are \$180,784 more than last year due to the receipt in October of the final installment of the OfficeMax delinquent taxes;
- State Foundation receipts through December are \$0.7 million higher than the prior year in accordance with the State's increase under the "gain cap" limitation available in the new fiscal year;
- Other State revenue is \$1 million higher than the prior year attributable to the catastrophic aid reimbursement for Fiscal 2013 delayed by the State and paid in July rather than in June. As previously reported, because of the enhanced State funding, the District received a significantly higher percentage reimbursement than has been the case in recent years. We received \$1,026,145, or about 56.3% of our \$1,823,427 submission (the previous year we received \$358,645 in June 2013). The actual receipt exceeded the original budgeted \$368,000 amount by \$658,145.

The expenditure activity for the fiscal year-to-date December 2014 was \$1.0 million or 2.2% below the prior year (only 1.4% below excluding the \$0.4 million lower spending this year for capital outlay). On a budget basis through December, total expenditures are \$2 million or 4.4% below budget, including \$1.0 million for all purchased services, \$0.4 million for capital outlay, and \$0.4 million for salaries & wages. A significant portion of these variances are considered timing, however, we are estimating an overall \$0.6 million favorable variance in expenditures projected through the fiscal yearend including \$400,000 for health insurance expenditures (in accordance with the 0.6% overall increase vs. the budgeted 7% increase in health insurance renewal rates effective January 1<sup>st</sup>); \$75,000 for capital outlay; and \$230,000 for all purchased services, partially offset by a \$100,000 negative variance in county auditor & treasurer fees.

In summary, at this time it is expected that the District's finances projected through fiscal yearend will exceed expectations and result in favorable expenditure variances as compared to the annual appropriation (see the actual/projected financial statement in Section 4 of this financial report).

Mr. Christman also reported on the following items:

### **Property Tax Schedule A Analysis**

We recently received from the County Budget Commission Schedule A information about the final tax duplicate for the property tax assessed value for tax year 2014 (tax collection year 2015). The new assessed values, which reflect the 3rd year after the sexennial reappraisal, decreased \$9.7 million overall for a 1.22% decrease from the prior year level. The decrease consists of a \$5.2 million decrease in residential real estate, a \$5.2 million decrease in commercial real estate, and a \$0.7 million increase in public utility tangible.

The decreases are primarily due to the Board of Revisions & Board of Tax Appeals adjustments as well as the reclass of taxable property to exempt status (U. H. offices) that has been pending approval for several years.

The total Schedule A projected general fund revenues are about \$5.0 million higher than the prior year Schedule A (before adjusting for collection rates). This increase is primarily attributable to the \$5.4 million increase due to the new 6.9 mill levy partially offset by \$0.4 million reduction due to demolitions, exempt reclasses, and H.B. No. 920 rate limit losses.

A historical summary of the voted and effective millage rates and the assessed values including the 2014 tax collection year is attached to the monthly Treasurer's report.

### **Property Tax % Allocation**

The total residential effective rate for the 2015 collection year has increased to 133.89 mills from its 125.64 level in 2014. The 8.25 mill increase is due to a combination of events including: a slight increase due to the House Bill No. 920 effect of a decrease in assessed value from the prior year; and two new tax increases - a 0.9 mill levy for Cuyahoga Community College and the new 6.9 mill Shaker Schools operating levy. See also Section II, C.1. Property Tax Schedule A Analysis above for additional details. A summary of the historical property tax percentage allocation is attached to the monthly Treasurer's report.

Mr. Christman also reported on the following legislative items:

- **State Biennial Budget Process:** Governor Kasich's proposed budget, referred to as "Blueprint for a New Ohio", provides for \$500 million in tax cuts, while at the same time calling for increasing the following taxes: the state sales tax by 0.5% to 6.25%; cigarette taxes by \$1 to \$2.25 per pack; severance tax on oil and gas extractions; and the Commercial Activity Tax (CAT) from 0.26% to 0.32%. Although all of the details are not yet available, the Governor's proposed changes to the education funding formula would result in a \$1.5 million increase in gross funding in FY2016 and another \$0.8 million increase in gross funding in FY2017 for the Shaker Heights District. It should be noted that these proposed increases in gross funding amounts are before any items such as community school payments, which are deducted from the District's gross State funding payments. We will continue to monitor and provide updates as they become available.

### **8.3 INTERIM INVESTMENTS**

It is recommended that in accordance with Section 135.14 of the Ohio Revised Code, the Interim Investments for January 2015 listed in the attached Exhibit T-2, be ratified.

Motion by William Clawson II, second by Annette Tucker Sutherland.

Final Resolution: Motion Carries

Yes: Alex Dykema, Amy Fulford, Reuben Harris, Jr., Annette Tucker Sutherland, William Clawson II

15-02-26

## **9. BOARD MEMBERS' REPORTS AND HIGHLIGHTS**

### **9.1 BOARD MEMBERS' REPORTS AND HIGHLIGHTS**

None at this time

## **10. EXECUTIVE SESSION (no items)**

## **11. SUPERINTENDENT'S REPORT**

### **11.1 STATE OF THE SCHOOLS PRESENTATION**

At 5:45 p.m. the Board of Education moved to the large auditorium for the State of the Schools presentation. Beginning at 6:04 p.m., President Clawson introduced Superintendent Gregory C. Hutchings, Jr., who presented the "State of the Schools 2015" report, which included an extensive PowerPoint presentation. The presentation is available on the District website at [www.shaker.org](http://www.shaker.org)

### **11.2 QUESTION & ANSWER SESSION**

Following the presentation, from 7:08 p.m. through 7:30 p.m., a question, answer and discussion session was moderated by Dan Moulthrop.

## **12. ADJOURNMENT**

### **12.1 NEXT MEETING**

The next special meeting of the Shaker Heights Board of Education will take place on Tuesday, February 24, 2015 at 6:00 p.m. in the Shaker Heights High School small auditorium.

The next regular meeting of the Shaker Heights Board of Education will take place on Tuesday, March 3, 2015 at 6:00 p.m. in the Shaker Heights High School small auditorium.

### **12.2 ADJOURN THE MEETING**

There being no further business to come before the Board, and upon receiving a motion and a second, the Board of Education voted on adjourning the meeting.

Motion by Reuben Harris, Jr., second by Annette Tucker Sutherland

Final Resolution: Motion Carries

Yes: Alex Dykema, Amy Fulford, Reuben Harris, Jr., Annette Tucker Sutherland, William Clawson II

15-02-27

The regular meeting of the Shaker Heights Board of Education adjourned at 7:30 p.m.

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William L. Clawson II, President

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Bryan C. Christman, Treasurer