

To be approved at the Board of Education meeting April 14, 2015.

MINUTES OF THE MARCH 3, 2015 REGULAR BOARD OF EDUCATION MEETING.

The Shaker Heights Board of Education met in regular session on Tuesday, March 3, 2015, at 6:00 p.m. in the small auditorium of Shaker Heights High School, 15911 Aldersyde Drive, Shaker Heights, Ohio 44120.

1. OPENING OF MEETING

1.1 CALL TO ORDER

At 6:00 p.m., President William L. Clawson II, who presided over the meeting, called the meeting to order.

1.2 PLEDGE OF ALLEGIANCE

Two fourth graders from Onaway Elementary School led the Board of Education in the pledge of allegiance, after which Superintendent Gregory C. Hutchings, Jr. asked Principal Amy Davis to give an update on Onaway Elementary School. Ms. Davis spoke about the lunch program. They are reviewing the lunch program along with the help of parent volunteers. The three areas of study are food, education and waste; food-they are focusing on encouraging healthy habits; education-they are making the children aware of what they are eating and when; and waste-they are focusing on how much food is wasted each day.

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.

There being none, 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 February 10, 2015 Regular Board Meeting and the February 13, 2015 Special Board Meeting as presented in the attachments below.

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

1.6 RECOGNITION/HONORS OF STAFF AND STUDENTS

At this time Superintendent Hutchings acknowledged staff and/or students for special recognition and/or honors as follows:

Fernway third grade student Eva Shaw has been selected as a Youth Art Month Show exhibitor by the Ohio Art Education Association. Eva's picture will be exhibited at the State Teachers Retirement System of Ohio in Columbus through March 21. It is one of only 120 pieces selected for the show. Her art teacher is Wendy McGuffin-Cawley.

High School students Joshua Elmore and Grant Zempolich have been selected to play with the National Youth Orchestra of the United States of America and will play at Carnegie Hall in New York City. Joshua, who plays bassoon, is a member of the Wind Ensemble directed by Bill Hughes. Grant, who plays cello, is a member of the High School Chamber Orchestra directed by Donna Jelen.

The Shaker Heights High School team of Jordan Brett, Cameron Isenberg, Landon Richardson, and Bonnie Sutherland earned the Innovate Award at the recent VEX Robotics Competition at Cleveland State University. Their Engineering Applications teacher is Dr. Joseph Marencik.

Dr. Hutchings received a letter last week from Roger Hall, the Executive Director of the Ohio Music Education Association, thanking our music faculty for hosting the OMEA professional development conference last month. Specifically, he named Tom Deep for his leadership and Dan Crain, Kristin Koterba, Joe Kulikowski, Adrian Pocaro, Bill Hughes, Jason Clemens, Jeff Pattie, and Mario Clopton, along with student teacher Dalton Brewer. Mr. Hall called this "arguably the best workforce we have seen in recent years."

Our High School's Student Group on Race Relations continues to make its mark in the community as well as in the schools. SGORR hosted a community discussion, Privilege & Perception: Race in America, on Thursday, January 29. Our students led fellow students and adults in discussions of race in the context of the killings of African-American boys and men by police. In addition, two SGORR members, Amani Hill and Louie Seguin, were interviewed by Channel 19 along with two people who marched in Selma, Alabama, 50 years ago.

A number of the Board members were able to attend the TEDxSHHS event at the High School last month. The seniors in our International Baccalaureate Diploma Programme did a fantastic job of securing permission from the TED organization, then putting together an outstanding lineup of speakers, and organizing a flawless event. It was memorable and very professionally done. In addition to the students and speakers, Dr. Hutchings recognized the efforts of staff members who provided hours of assistance: High School guidance counselor Shaunna Bonner, IB Diploma Programme coordinator Tim Mitchell, and technical director Chuck Tisdale. The event was supported by the Shaker Schools Foundation.

Shaker Heights High School Junior Max Markey is one of 16 high school students nationwide to receive the 2015 EF Global Citizen Scholarship, an all-expense paid, 12-day immersive travel experience sponsored by EF Tours. The scholarship recipients will travel to London, Paris, and Davos, Switzerland in June to attend EF's Global Student Leaders Summit, where students will hear from thought leaders and collaborate with one another to design solutions and innovations for the education field.

Our high school wrestling team did very well at sectionals. Eight of our wrestlers finished in the top 6 in their divisions and four qualified for the district tournament this weekend.

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

Gardner, Nicole - (Educational Support Specialist/Woodbury) - from Student Attendance Officer/High School, Class EE, grade 5 to Educational Support Specialist/Woodbury - Class EE, grade 8 of the Supervisor, Classified Specialist, and Administrative Secretary Salary Schedule - effective March 2, 2015

Grieshop, Cathleen - (Teacher on Assignment/Administration) - from Kindergarten Teacher/Lomond to Teacher on Assignment/Administration - effective February 25, 2015

Harris, Jerome - (Building Assistant/Mercer) - from Custodian/Woodbury, step 9 to Building Assistant/Mercer, step 10 - effective January 20, 2015 (correction to the February 10, 2015 board agenda)

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:

Baele, Andrea (Substitute Nurse)	Kalafatis, Isabel (Tutor)
Brown, Sean F. (Off Duty Police)	Santoro, Gabriella (Special Education Aide)
Gotlieb, Andrea (Proctor)	Sharp, Andrea (Special Education Aide)
Gross, Rachel (Proctor)	Stevenson, Patricia (Substitute Nurse)
Hart, Fred (Proctor)	Wulfers-Rosas, Juanita (Lunch Aide)
Jones, Aryanna N. (Tutor)	

3.3 SPECIAL ASSIGNMENTS

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

Assessment Committee

Up to 2 units per individual

Anderson, Angela
Baldarelli, Jenna
Brindza, Betsy
Englander, David

McClain, Yvette
Nagal, Matthew
Nagal, Mark
Peterjohn, Susanne

Garrison, Darlene
 Hannah, Amy
 Heide, Ruth
 Hess, Gretchen
 Jarvie, Sherri
 Koppitch, John
 Krantz, Stacey

Podl, JoEllen
 Schlein, Laurie
 Slovikovski, Karen
 Smith, Nicole
 Steggert, Stacy
 Sullivan, Lauren
 Ushiroda, Holly

K-12 English/Language Arts Curriculum Guide
 Up to 3 units per individual

Henry, James
 Rose, Barbara

Tufts-Smith, Yvette

Technology Plan Committee
 Up to 2 units per individual

Abrams, Jaclyn
 Bednar, Jason
 Strouse, Mary

McCord, Claudia
 Sweeney, John
 Mortus, Adam

3.4 SUPPLEMENTAL CONTRACTS

High School

McBurney, Christine - Spring House Manager - 2 x 1

Sumerak, Scott - Thespian Advisor - 1.5 x 1

Zuzik, Evan - Improv Program Support - 2.7 x 1

3.5 CHANGES IN RATE FOR INDIVIDUAL LONG TERM SUBSTITUTE TEACHERS

Babcock, Eric – (Math Teacher/Middle School) – Class B.A. - effective February 17, 2015

King, David – (Art Teacher/High School) – Class M.A. - effective February 18, 2015

Meris, Angeli – (Kindergarten Teacher/Lomond) – Class B.A. - effective February 13, 2015

Black, Rebecca - (Home Economics Teacher/Middle School) - Class B.A. - effective February 27, 2015

3.6 RESIGNATIONS

Hochman, Carol – (Science Specialist Teacher/District) – Effective at the end of the 2014-2015 school year – 21 years of service (retirement)

Neville, Patricia - (Sr. Administrative Assistant/Administration) - Effective at the end of the day June 30, 2015 - 21 years of service (retirement)

Strouse, Mary - (Librarian/Woodbury) - Effective at the end of the 2014-2015 school year - 24 years of service (retirement)

4. ADDENDUM-PERSONNEL

4.1 APPOINTMENTS

Benton, Charles – (Permanent Part-Time Bus Driver/Transportation) – step 2 – effective March 3, 2015

Houck, George – (Permanent Part-Time Bus Driver/Transportation) – step 2– effective March 3, 2015

Tillman, Obie – (Permanent Part-Time Bus Driver/Transportation) – step 2 – effective March 3, 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:

Allen, Carol – (Special Education Aide)	Hatcher, Carol - (Substitute Bus Driver)
Bradt-Perry, Raven (Special Education Aide)	Hopson, Denisha – (Substitute Custodian)
Bush, Annette – (Substitute Custodian)	Hughes, Johnita – (Lunch Aide)
Goodlow, Amina – (Substitute Custodian)	Spuzzillo, Michael (Off Duty Police)
Harris, Victor – (Substitute Custodian)	

4.3 SPECIAL ASSIGNMENTS

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

Review of Student Learning Objectives

2 Units per individual

Abrams, Jaclyn	Mason, Elaine
Baker, Maria	Murphy, Nora
Berger, Brian	Nieves, Ilka
Boyd, Carol	Oryl, Chris
Bradd, Andrea	Owens, Kim
Brown, Katherine	O'Verko, John
Clopton, Mario	Podl, Jody
Cohen, Adam	Roy, Pia
DeMauro, Karen	Schmidt, James
Enie, Mark	Schneider, Robert
Goldstein, Abigail	Sheppard, Silvia
Hannah, Amy	Smith, Nicole
Hernan, Joe	Steiner, Cindy
Hochman, Carol	Stouffer, Christina
Hruby, Anna	Sumarak, Scott
Keener, Lauren	Szalay, Keith
Krohn, Christa	Torrence, Tod

4.4 LEAVES OF ABSENCE

Cox, Darryl - (Technical Support Specialist/District) - effective February 26, 2015 through February 25, 2017 (general)

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

Final Resolution: Motion Carries

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

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

6. ADDENDUM-BUSINESS (no items)

7. ACTION ITEMS-BOARD OF EDUCATION

7.1 COLLECTIVE BARGAINING AGREEMENT-SHTA

It is recommended that the new three-year negotiated collective bargaining agreement between the Shaker Heights Board of Education and the Shaker Heights Teachers' Association, effective January 1, 2015, through December 31, 2017, be ratified.

Board President Clawson read the following statement on behalf of the Board:
The Shaker Heights Board of Education is extremely pleased that we have been able to reward the enormous efforts of the educators represented by the Shaker Heights Teachers' Association by offering the largest increase in base pay since 2009. In recognition of the increasing demands of teaching in the Shaker schools, the financial package includes a general increase of 2% over each of three years, plus an additional increase of 1% this year and 0.5% in each of the two succeeding years. (The term "teaching staff" refers to all the educators represented by the SHTA – not only classroom teachers, but also computer, art, music and physical education specialists; nurses; librarians; guidance counselors; school psychologists; and speech and hearing therapists.)

We believe this increase is deserved because of the efforts required of our teachers to move our District forward at a time of great change, with a new Strategic Plan, new Common Core State Standards, a new teacher evaluation system, and continued implementation of the International Baccalaureate Programme. Even the process used in negotiations – Interest Based Bargaining – is new to the District and is indicative of a collaborative working relationship.

The increase makes our teachers' salaries more competitive with those of other districts in the area at a time when we are competing for top talent. Due to conscious and deliberate steps taken by the Administration and Board, we have been able to do this while still keeping our promise to the community to delay the next projected operating levy to a five-year cycle based on our current fiscal forecast.

We are extremely fortunate to live in a community that cares so deeply about its schools, students, and teachers. As a Board, we are aware that every change, no matter how positive, brings challenges; that every step in a new direction requires more work and more dedication. We know that as a community we are requiring great effort from our teachers, our administrators, and every person involved in the education of our children.

We are excited about where our District is headed. If we continue to pull together as a community, keeping our focus on our children, we have no doubt that Shaker's distinguished history will be a stepping stone to a great future.

Motion by Reuben Harris, Jr., second by William Clawson II.

Final Resolution: Motion Carries

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

7.2 SHAKER HEIGHTS PUBLIC LIBRARY BOARD OF TRUSTEES APPOINTMENT- Unexpired Term

At the recommendation of the Board of Education's Shaker Heights Public Library Board Liaisons, and upon receiving a motion and a second, the Board voted to appoint Melissa Garrett (copy of resume attached) to the Shaker Heights Public Library Board of Trustees for the remainder of an unexpired term beginning April 1, 2015 and ending March 31, 2020.

Mr. Clawson and Mr. Harris reported on the process undertaken with the Library Board of Trustees, in connection with the selection of a new Trustee.

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

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

15-03-39

7.3 SHAKER HEIGHTS PUBLIC LIBRARY BOARD OF TRUSTEES APPOINTMENT- Full Term

At the recommendation of the Board of Education's Shaker Heights Public Library Board Liaisons, and upon receiving a motion and a second, the Board voted to appoint Troy Meinhard (copy of resume attached) to the Shaker Heights Public Library Board of Trustees for a seven-year term commencing April 1, 2015 through March 31, 2022.

Motion by Alex Dykema, second by William Clawson II.

Final Resolution: Motion Carries

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

Abstain: Amy Fulford (Mr. Meinhard is a business associate of Mrs. Fulford)

15-03-40

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 January 31, 2015 (attached Exhibit T-1 in Subject Section 8.2) and the Interim Investments for February 2015 (attached Exhibit T-2 in Subject Section 8.3). Note-Subject Sections 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 January 31, 2015 (Exhibit T-1) be accepted and placed on file for audit.

JANUARY 2015 FINANCIAL OVERVIEW

The revenue activity for the month and for the fiscal year-to-date January 2015 has been very similar to the same reporting period for the prior year with the following exceptions:

- Real Estate Taxes YTD are \$1.6 million more than prior year due to larger advance payment received in January 2015 vs. January 2014, in accordance with the beginning of collections for the May 2014 6.9 mill levy;
- 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 January are \$0.9 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 January 2015 was \$0.4 million or 0.7% below the prior year (only 0.1% below excluding the \$0.3 million lower spending this year for capital outlay). On a budget basis through January, total expenditures are \$1.2 million or 3.2% below budget, including \$0.7 million for all purchased services, \$0.3 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 \$0.9 million favorable variance in expenditures projected through the fiscal yearend including \$345,000 for salaries & wages due to lower sick leave severance and lower temporary wages due to the switch to the ESC substitute teacher consortium; \$430,000 for health insurance expenditures (in accordance with the 0.6% overall increase vs. the budgeted 7% increase in health insurance renewal rates effective January 1st); \$50,000 for capital outlay; and \$145,000 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:

Forms W-2 and 1099 Statements:

In compliance with federal law, the District issued in January 1,410 (1,450 the year before) Forms W-2 and 168 (171 the year before) Forms 1099, Miscellaneous Earnings Statements. W-2's are required to be issued for all employees who earned wages during calendar year 2014 including all substitute employees. 1099's are required to be issued for all accounting payments in excess of \$600 for services rendered that were made to non-corporate entities during calendar year 2014.

Casino Revenue:

Included in January receipts was the District's share of the semi-annual casino tax distribution to school districts. \$133,213 (\$138,369 in the prior year) was received by the District in January, and is included in line 10, Other State revenue on the financial summary in Section 4 of this monthly financial report. Such payments are distributed to school districts twice per year in January and August. The amount of such payments is contingent upon the amount of the gross casino revenue (gross revenue net of payments to winners) during the previous six-month period. The District has received \$267,500, or about \$50 per pupil in Fiscal 2015, as compared to \$271,583 in Fiscal 2014, or about \$51 per pupil.

School District Tax Levy Unofficial Results:

Throughout the State of Ohio there were only three school district funding issues on the February 3rd ballot. Both operating levies (one in Warren County and the other in Butler County) passed. The third, a bond issue in Highland County also passed.

Mr. Christman also reported on the following legislative items:

- **State Biennial Budget Process:** Governor Kasich's proposed budget is still being discussed. Comments include the complexity and quirks of the new formula. Under the proposal over half of the state's school districts would receive less funding than in the previous budget.
- **State Budget Status:** Although State revenues for January 2015 are below estimates by \$40 million, YTD expenses are below budget by \$301 million, thereby resulting in a \$261 million favorable net variance for YTD through January.
- **Ohio Department of Education:** ODE provided clarification that districts would not incur penalties due to parents opting out of the State testing.

Mr. Clawson along with other Board Members congratulated Mr. Christman on another clean financial audit for the District. Mr. Christman thanked the Board and his staff as it is truly a team effort.

Mr. Christman also updated the Board on the Treasurer's Department activities since the last two meetings. Activities included the following:

- Cabinet & Administrative meetings;
- Policy Review Committee meeting;
- Charter school audit consulting contract;
- Consultation with attorney re: pension plan coverage for certain employees & meeting with providers;
- FMLA training;
- Facilities Assessment process;
- Legal consultation regarding expulsion & ULP filing;
- NEOASBO winter meeting;
- Mayors Financial Task Force;
- OASBO Legislative Committee meeting;
- IC Lease agreement;
- Finance & Audit Committee Meeting; and
- IBB contract Negotiations.

8.3 INTERIM INVESTMENTS

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

Motion by William Clawson II, second by Alex Dykema.

Final Resolution: Motion Carries

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

9. SUPERINTENDENT'S REPORT

9.1 SUPERINTENDENT'S REPORT

At this time, Superintendent Hutchings reported on various district matters including a status update on the Shaker Heights Strategic Plan as follows:

Goal 1: The Shaker Experience

College Credit Plus

Public school districts in the state of Ohio are now mandated to implement College Credit Plus, a new initiative which replaces the Post-Secondary Enrollment Options Program (PSEOP). The College Credit Plus program can help students earn college and high school credits at the same time by taking college-level courses from colleges and/or universities. College Credit Plus promotes rigorous academics and provides a wide variety of options to college-ready students. As this program is fleshed out and implemented beginning with the 2015-2016 school year, it has the potential to expand to offer our students a variety of opportunities. A meeting was held last night (March 2nd) at 7:00 p.m. at the Middle School to share information about this program with our middle and high school students and their parents.

English Language Arts Curriculum Writing Team

The English Language Arts (ELA) Curriculum Writing Team, led by Dr. Lynne Kulich, is composed of administrators and teachers who meet monthly and represent all grades Pre-Kindergarten – 12 in the District. The Team's mission is to create ELA curriculum maps that are aligned to Ohio's adopted ELA standards and the Shaker Heights City School District's International Baccalaureate Unit Planners. In addition, the Team is collaborating to create District-wide common assessments for all grades in the content areas of reading and writing. Furthermore, the Team will select, based on the completed curriculum maps and assessments, any necessary resources that will allow our students to successfully master the ELA standards.

PARCC Assessments

The Partnership for Assessment of Readiness for College and Careers (PARCC) is a group of states working together to develop a set of assessments that measure whether students are on track to be successful in college and their careers. According to PARCC, these K-12 assessments in Mathematics and English Language Arts/Literacy give teachers, schools, students, and parents better information whether students are on track in their learning and for success after high school, and tools to help teachers customize learning to meet student needs. Recently, a constituent recommended that the Board Of Education members and school administration take practice PARCC assessments to understand the rigor of the assessment. Many of our school administrators and teachers have taken practice assessments as well as reviewed practice questions for PARCC.

Goal 4: Human Resources and Facilities

Human Resources Audit

In February, the Human Resources Audit was completed by Gallagher Benefit Services, Inc. This audit completes strategic plan objective 4.4.4 (Develop a plan to transition to a comprehensive human resources department). The HR staff will review and take steps to implement the plan as best possible.

Onaway Elementary School Pilots Fresh-Salad Bar

Exploring ways to encourage healthy eating for the students, PTO parents Jenny Steadman and Stacey Hren contacted Onaway Principal Amy Davis to consider how the

lunch menu could be changed to include more fresh vegetables. The group consulted with Amanda Schindley, Resident Director of Food Service for AVI Fresh, Inc., who proposed a salad-bar offering for the lunch menu as a pilot-program to test the appeal of these fresh foods to the elementary students.

The offering bar will start out with simple vegetable choices for the students-salad, carrots, cucumbers, cherry tomatoes, and sliced peppers will be displayed and a new vegetable item every few weeks so that the students will see a vast variety of vegetables that are available. Onaway expects the new vegetable selection will help encourage the students to taste these new vegetables and encourage healthy eating habits. The fresh vegetables will be procured from Red Basket Farms out of Kinsman, Ohio. Red Basket Farms is a local farm that specializes in sustainable, unique produce that is specifically grown for local schools and restaurants (visit <http://redbasketfarm.com>).

Professional Development Class - SERS Employee Retirement Seminar

On Wednesday, February 4th, a representative from the State Employees Retirement System (SERS) held an on-campus retirement seminar for Shaker employees that work under this retirement system. Those employees included secretaries, custodians, and bus drivers. There were more than eighty employees in attendance. It was a professional development day for buildings K-8 whose attendance was mandatory. Attendance was optional for all other non-teaching staff.

The presenter reviewed retirement eligibility, changes within the retirement system, retirement plans, estimate of benefits, healthcare costs, pension calculator, beneficiaries, PLOP and other issues relating to retirement.

This seminar was very well received by all attendees. The speaker travelled from Columbus on a difficult day of weather and was commended for his efforts.

Repair of Water Damage in Woodbury Classrooms on February 16

On Monday, February 16, 2015 at 12:40 pm, water damage was found during a routine check of the building. Upon inspection, it was discovered that rooms 126, 243, 245 and 343 were damaged when the coils burst in room 126 and 343. This caused water to not just flow but condensate and spray across the classroom(s). When the coil burst in room 343 the water worked its way down from the third floor through the ceiling to the second-floor rooms 243 and 245. In room 126, a coil burst and caused water damage to the carpet.

The District HVAC vendor, Air-Temp Mechanical, Inc., was called in to make the necessary repairs to the coils. The water-damaged classrooms were cleaned (including the removal of water-logged books and papers). The water was extracted from the floors and carpets. Dehumidifiers were placed in each room to dry the rooms. The carpet in room 126 was replaced on February 19th. Wall repairs and painting were completed on February 20th and 21st. Damaged ceiling tiles were replaced. Twenty-eight desks were damaged and replacements sent to the classroom. Repairs to the wood floors will be determined once the floors have dried out completely (it is possible there remains damage to the sub floor).

Selection to Professional Association

Assistant Superintendent Wilkins was selected to the Executive Council of the International Public Management Association (IPMA-HR). IPMA is the leading public sector human resource organization in the world. It provides comprehensive HR industry policies, resources, education, news and professional development opportunities. The organization is governed by an Executive Council and divided into

more than 40 chapters, residing in four U.S. regions and abroad. As a member of the Executive Council, Mr. Wilkins will travel to Alexandria, VA on March 6-7 to attend the annual certification meeting. This participation supports the business manager licensure requirements. There is no cost to the District for his attendance.

Follow Up to Board Briefing on Goal 4

As a follow-up to the Board's request to dialogue about retention activities for the workforce, the District's retention strategy (covered under Strategic Initiative 4.2) requires the District to survey the workforce to learn more about the motivational factors that influence an employee's tenure. Such factors include salaries and benefits, work conditions and professional development opportunities. However, this survey work is on hold pending completion of union negotiations so that the District does not inadvertently confuse the contract discussions. After conclusion of the contract talks, we will issue these kinds of surveys and conduct other research (such as turnover analysis) as soon as feasible.

Retire-Rehire Process

The following is the Retire-Rehire process for the 2014-15 School Year:

- 1) The School Principal submits a request to retire-rehire the teacher including supporting evidence for his/her decision.
- 2) The Director of Human Resources will convene the Superintendent's Cabinet for a review of the teacher's performance, potential placement and its decision for approval.
- 3) Human Resources notifies the retire/rehire applicant(s) of the Superintendent's Recommendation to Retire-Rehire in March 2015.
- 4) **May Public Notice.** The District will place a notice in the Sun Press indicating the time and place of the June public hearing regarding the reemployment of the teacher(s).
- 5) June 16, 2015 Board meeting. This board meeting will include a public hearing wherein the public can comment about the proposed reemployment of the teacher(s). Teacher(s) do not need to be present at this board meeting. Teacher attendance is optional.
- 6) July 14, 2015 Board meeting. This board meeting will record those teacher(s) approved for reemployment by the District effective the first day of school. Teacher(s) do not need to be present at this board meeting. Teacher attendance is optional.

Goal 5: Communications

U.S. Department of Education: Our Students, Our Leaders Meeting

On January 29-30, 2015, I attended the "Our Students, Our Leaders" meeting with the United States Department of Education. This convening of leaders from across the nation identified key opportunities within the field of education and within participants' own organizations for increasing the number of leaders of color within K-12 education reforms. The diversification of the ranks of education leaders is not only a way to improve the overall human capital in the field, but also a way to deepen the shared cultural foundations necessary to accelerate progress toward academic goals for students. During the meeting, we discussed how to strengthen existing initiatives and work dedicated to increasing the number of diverse leaders they are putting into the field. Also, we were able to brainstorm new initiatives dedicated to the goal. All participants have been charged with creating or refining initiatives and taking action in their respective school districts. The team will reconvene in January 2016 to discuss progress made towards increasing diverse leaders or teachers.

Leadership Cleveland – Human Services

The Leadership Cleveland topic for the February 4th monthly meeting was Perspectives on and Innovation in Human Services. The team discussed different perspectives of poverty in the city of Cleveland. The session provided a better understanding of human services part of the economic health and vitality of the community. All LC participants were provided advocacy steps we can take to amplify innovations, focus on their outcomes, and make change happen in the greater Cleveland area.

Special Screening of “American Promise” Documentary, February 22

Parents, students, staff and community members attended a special screening of the PBS documentary “American Promise,” on Sunday, February 22 at 4 p.m. in the Small Auditorium of Shaker Heights High School. The documentary, which first aired on PBS in February of 2014, followed the lives of Joe Brewster and Michèle Stephenson, middle-class African-American parents in Brooklyn, N.Y., their son, Idris, and his best friend, Seun, as the boys made their way through Dalton, one of the most prestigious private schools in the country. As the boys’ paths diverged, the documentary explored complicated issues of race, class and opportunity in America.

10. BOARD MEMBERS' REPORTS AND HIGHLIGHTS

10.1 BOARD MEMBERS' REPORTS AND HIGHLIGHTS

At this time, the Board Members provided reports on various district matters.

Ms. Sutherland reported that the East Side Board Members Group along with the OSBA held an event on state testing issues. OSBA representatives held a very informative question and answer session, with approximately 60 people in attendance.

Mr. Clawson reported that *A Night for the Red & White*, a fundraiser held by The Friends of the Shaker Schools Foundation, will be held Saturday March 7th at the Tudor Arms.

Mrs. Fulford reported that the March Finance & Audit Committee meeting will be held on March 19th at the Administration building.

Mr. Harris reported the Youth Center will hold a fundraiser *303 Basketball* on Saturday March 14th from approximately 8:00 a.m. to 2:30 p.m.

11. EXECUTIVE SESSION

11.1 EXECUTIVE SESSION

At the recommendation of Board President Clawson, and upon receiving a motion and a second, the Board of Education voted on recessing the meeting and entering into executive session to discuss employee personnel matters under Ohio Revised Code (ORC) Section 121.22(G)(1), including the Superintendent's mid-year evaluation; and to discuss matters relative to the preparation for collective bargaining negotiations under ORC Section 121.22(G)(4).

Motion by Alex Dykema, second by Annette Tucker Sutherland.

Final Resolution: Motion Carries

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

The Board of Education recessed the public session at 6:50 p.m. After a short break, the executive session convened at 7:00 p.m. Mr. Christman departed the executive session at 7:55 p.m.

At 10:53 p.m., President Clawson declared the end of the executive session, at which time the public session reconvened.

12. ADJOURNMENT

12.1 NEXT MEETINGS

The next special meeting of the Shaker Heights Board of Education will be a work session on Tuesday, March 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, April 14, 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 Annette Tucker Sutherland, second by Amy Fulford

Final Resolution: Motion Carries

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

15-03-43

The regular meeting of the Shaker Heights Board of Education adjourned at 10:54 p.m.

William L. Clawson II, President

Bryan C. Christman, Treasurer