

To be approved at the Board of Education meeting June 16, 2015.

## MINUTES OF THE MAY 12, 2015 REGULAR BOARD OF EDUCATION MEETING.

The Shaker Heights Board of Education met in regular session on Tuesday, May 12, 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 6:03 p.m., President William L. Clawson II, who presided over the meeting, called the meeting to order.

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

A senior at Shaker Heights High School led the Board of Education in the pledge of allegiance, after which Superintendent Gregory C. Hutchings, Jr., asked Principal Michael Griffith to give an update on the High School. Mr. Griffith spoke about a variety of testing taking place at the High School and the yearend preparations being undertaken. Students and staff are also preparing for commencement which is on June 9<sup>th</sup>.

#### **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.

A District ESL tutor spoke about reclassifying the ESL tutoring positions as teachers.

A High School student spoke about being a part of a committee called "what we need in a high school principal". One thing she took away from being on this committee is the need for students to share their ideas. The hope is this would be implemented in the future.

#### **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 April 14, 2015 Regular Board Meeting and the April 28, 2015 Special Board Meeting as presented in the attachments below.

Motion by Reuben Harris, Jr., second by Alex Dykema.

Final Resolution: Motion Carries

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

15-05-56

### **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:

- Mercer Elementary School went into lockdown on May 5 due to a phone threat that was made against the school. The call appears to have been a hoax, and the situation was resolved without incident. I want to commend Principal Lindsay Florence and all of the faculty, staff, and students of Mercer Elementary School for remaining calm and following established safety protocols. A special thank you goes to Maria Kerns, the secretary who took the call and alerted everybody to the threat. Congratulations to all of Mercer on a job well done.
- As we approach the end of the school year, we have many student accomplishments to report. This is also the time of year when students are taking culminating exams such as AP and IB exams, when our high school seniors are exposed to learning experiences through the Senior Project Program, and when our students are involved in a variety of experiences with community partners such as local businesses and Cleveland Clinic. Some of the seniors are helping in Shaker elementary and middle school classrooms.
- High School senior Lea Kayali is the 2015 grand prize winner in the Maltz Museum's "Stop the Hate" essay contest. As the winner, she earned herself a four-year \$40,000 scholarship and a \$10,000 anti-bias grant for the High School. Shaker students Amani Hill and Abby White also finished in the top 10.
- Six of our seniors are the recipients of National Merit \$2500 Scholarships from the National Merit Scholarship Corporation. In addition to those six, we have a Corporate-Sponsored Merit Scholarship winner. That award is supported by the Chevron Corporation.
- There is no doubt that the classics are alive and well in Shaker Schools. Just this spring, Middle School and High School students have earned more than 230 awards on the National Latin Exam, Medusa Mythology Exam, National Latin Vocabulary Exam, National Greek Exam, National Roman Civilization Exam, and the Classical Association of the Midwest and South Translation Contest.
- Thirty out of 36 competing Shaker students were recognized with awards at the recent Ohio History Day competition. Sixteen High School students and one Woodbury student qualified to compete at National History Day in June. We also have two National Alternates.
- The Shaker Heights men's and women's fencing teams both brought home state titles from the Ohio High School Fencing Championships at Royal Arts Fencing Academy in Columbus last month.
- Five budding playwrights from the High School and Woodbury are winners in the 2015 Marilyn Bianchi Kids' Playwriting Festival and some of their work will be performed at Dobama Theatre in June.
- A Middle School student recently competed in the state geographic bee after winning the top spot in the school's competition.

Superintendent Hutchings introduced John Moore, International Baccalaureate MYP Coordinator-High School; Dexter Lindsey, International Baccalaureate MYP Coordinator- Middle School; and Amy Brodsky, International Baccalaureate MYP Coordinator- Woodbury Elementary, who gave an update on the Middle Years Programme. The presentation was followed by a question and answer session with the Board which lasted until 7:10 p.m.

## **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.

Superintendent Hutchings asked Treasurer Christman to explain changes taking place in the State Retirement Systems that are and will be affecting our District. Mr. Christman gave the Board a brief explanation about the changes in STRS effective for retirements at the end of this school year including:

- Final Average Salary (FAS)-increases from a three-year average to a five-year average effective for retirements on or after 8/1/15;
- The current 35-years of service % enhancement eliminated after 7/1/15 thereby dropping the 35 year % from 87.5% to 77%;
- Members eligible to retire on 7/1/15 will maintain retirement eligibility if they continue working, whereby the benefit will be greater of benefit under the new formula, or benefit as of 7/1/15 under the current formula;
- Effective 7/1/15, the employee contribution increases from 12% to 13%; and
- Beginning 7/1/15, the age and service requirements for reduced and unreduced retirements gradually increase from the current unreduced benefit at any age with 30 years, or age 65 with 5 years to effective 8/1/26, needing to be age 60 and 35 years, or age 65 with 5 years.

Superintendent Hutchings also spoke to the Board about changes in job sharing positions going forward.

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

### **3.1 APPOINTMENTS**

Billups, Brittany - (Special Education Aide/Middle School) - step 1 of the Teacher Aide/Assistant Salary Schedule - effective May 5, 2015

### **3.2 CHANGES IN ASSIGNMENT**

Beney, Susan - (Kindergarten Teacher/Mercer) - from Grade 1 Teacher/Onaway to 50% Kindergarten Teacher/Mercer (job share) - effective August 17, 2015

Devine, Tanutda - (Grade 4 Teacher/Lomond) - from 60% Grade 4 Teacher to 50% Grade 4 Teacher (job share) - effective August 17, 2015

DiPiero, Jill - (Grade 4 Teacher/Lomond) - from 40% Grade 4 Teacher to 50% Grade 4 Teacher (job share) - effective August 17, 2015

McBurney, Christine - (Theatre Teacher/High School) - from 50% Theatre Teacher (job share) to 100% Theatre Teacher - effective August 17, 2015

Mulligan, Sarah - (Kindergarten Teacher/Mercer) - from 100% Kindergarten Teacher to 50% Kindergarten Teacher (job share) - effective August 17, 2015

### **3.3 CONTINUATION OF ASSIGNMENTS**

Continuation of Assignments for the 2015-2016 School Year

Coffey, Mary - (Latin Teacher/High School) - 40% Latin Teacher

Cone, Terri - (Kindergarten Teacher/Boulevard) - 50% Kindergarten Teacher (job share)

Glasier, Andrew - (Social Studies Teacher/High School) - 40% Social Studies Teacher (job share)

Grey, Aimee - (English Teacher/High School) - 50% English Teacher

Horstman, Yvonne - (Social Studies Teacher/High School) - 60% Social Studies Teacher (job share)

Kunchik, Kelly - (Kindergarten Teacher/Boulevard) - 50% Kindergarten Teacher (job share)

McCandless, Christine - (Math Teacher/High School) - 60% Math Teacher

Podl, Jody - (English Teacher/High School) - 40% English Teacher (job share)

Sylak, Maureen - (English Teacher/High School) - 60% English Teacher (job share)

### **3.4 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:

Bane, Loren (Blended Learning Tutor)

Guerrero, Homero (Off Duty Police Officer)

Brown, Belinda (Lunch Aide)

Gina Hobbs (Substitute Aide)

Terra Burnette (Substitute Aide)

Loggins, Yvonne (Lunch Aide)

Davis, Penny (Substitute Secretary)

McNeal, Chrystal (Lunch Aide)

Gillombardo, Valerie (Special Education Aide)

Michelle Shaffer (Substitute Aide)

### **3.5 SALARY RECLASSIFICATIONS**

Walker, Cynthia - (Technical Support Specialist/DLMO) - from Class BB, grade 10 to Class Y, grade 4 of the Supervisor, Classified Specialist and Administrative Secretary Salary Schedule - effective December 1, 2014

### **3.6 SPECIAL ASSIGNMENTS**

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

#### Additional days beyond the number of contractual days

Coyne, Lizbeth - up to 27 days at \$25.78 hour

Frantz, Darlene - up to 37 days at \$23.82 hour

#### Commencement Supervision

1 unit per individual

Ahrens, Amanda

McCandless, Christine

Babinec, Michael

Morriscal, Mae

Bartley, Matthew

Morris, John

Bauer, Halle

Murray, Elizabeth

Bonner, Shaunna  
 Bourisseau, Mary  
 Boyd, Carol  
 Brem, Laurie  
 Bryant, Keesha  
 Clopton, Mario  
 Cole, Kady  
 Davis, Sarah  
 Davis, Kim  
 Durban, Raymond  
 Enie, Marc  
 Giannetti, Christina  
 Grams, Colleen  
 Green, Andrea  
 Houser, Joseph  
 Hsu, Nathan  
 Isler, Susan  
 Jelen, Donna  
 Johnson, Marie  
 Johnson, Marie  
 Keener, Lauren  
 Long, Vikki

Neil, Myriam  
 Parks, Maggie  
 Patel, Sagar  
 Peterjohn, David  
 Robbins, Laura  
 Roberts, Kim  
 Scanlon, William  
 Schneider, Robert  
 Sheppard, Silvia  
 Statham, Theresa  
 Steenbergh, Marian  
 Steggert, Stacey  
 Sumerak, Scott  
 Szendrey, Catherine  
 Tournoux, Gene  
 Vokes, Elizabeth  
 Walker, Jason  
 White, Lori  
 White, Robert  
 Williams, Tracy  
 Winkelman, Anne  
 Zuzik, Evan

Peer Evaluators (Race to the Top Grant)

\$100 per individual (informal evaluation year)

DeMauro, Karen  
 Lawrence, Patricia

Sweeney, James

Project Assistant – Communications 2015 - 2106 School Year

Up to 300 hours

Wang, Holly

Sixth Grade Camping Project

Up to 2 nights

Appel, Lee  
 Brooks, Kandice  
 Dang, Libby  
 Devey, Emily  
 Farinacci, Dan  
 Farren, Christine  
 Garrison, Darlene  
 Goodrum, Angela  
 Harnish, Sean  
 Heide, Ruth  
 Jaryga, Betsy  
 Kippen, Nancy  
 Lamovec, Matt

Lease, Patricia  
 Lewis, Gwendolyn  
 Meek, Lauren  
 Miller, Larry  
 Moore, LauraAnn  
 Muttillio, Carmelina  
 Orosz, Gregory  
 Ostroske, Chantal  
 Pincoe, Heather  
 Portner, Bethamie  
 Reese, Nathaniel  
 Turner, Vivian

Sixth Grade Camping Coordinators

\$1,350 per individual

Brodsky, Amy

Lipovic, Darlene

Sixth Grade Camping Nurse

Smith, Stephanie - \$1,200

**3.7 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.

Technology

Up to 2 units per individual

Ahrens, Amanda  
Bednar, Jason  
Coffey, Mary  
Gillette, Brad  
Lindsey, Dexter  
McCord, Claudia

Mortus, Adam  
Ng, Jane  
Paine, Adrienne  
Quarles, Debra  
Strouse, Mary  
Sweeney, John

**3.8 SUPPLEMENTAL CONTRACTS**High School

Bartley, Matthew - Pre-Season Ice Hockey Head Coach - 4.5 x 1  
Bartley, Matthew - Ice Hockey Head Coach - 8.5 x 1  
Endre, Margaret - Pre-Season Swimming Assistant Coach - 2.5 x 1  
Endre, Margaret - Swimming Assistant Coach (Women) (Winter) - 6.5 x 1  
Harnish, Sean - Softball Assistant Coach - 6.5 x 1  
Harter, Kristen - Pre-Season Softball Head Coach - 4.5 x 1  
Harter, Kristen - Softball Head Coach (Spring) - 8.5 x 1  
Windom, Thomas - Wrestling Assistant Coach - 6.5 x 1

Middle School

Billups, Brittany - Cheerleading Coach (Spring) - .10 x 25  
Burks-Matthews - Cross Country Support - 1.0 x 1  
Wells, Anthony – Interscholastic Track Coach (Men) (Spring) - 6.0 x 1

Woodbury

Candel, Charles - LEGO Robotics - .05 x 10  
O'Leary-Stark, Marie - LEGO Robotics - .05 x 10

**3.9 LEAVES OF ABSENCE**

Eline, Kathleen - (Grade 1 Teacher/Onaway) - effective for the 2015-2016 school year (caregiver)

Fagan, Victoria - (Teacher/Boulevard) - effective May 13, 2015 through June 10, 2015 (FMLA)

Johnson, Erik - (Theatre Arts Teacher/High School) - effective for the 2015-2016 school year (general)

Manousogiannakis, Eleni - (English Teacher/High School) - effective May 1, 2015 through June 10, 2015 (FMLA)

### **3.10 RESIGNATIONS**

Carroll, Maureen - (Social Studies Teacher/Middle School) - effective at the end of the 2014-2015 school year - 24 years of service (retirement)

Dapper, Melissa - (Skills Tutor/Mercer) - effective at the end of the 2014-2015 school year - 2 years, 6 months of service (resignation)

Gadel, Cara – (Social Studies Teacher/High School) – effective at the end of the 2014-2015 school year – 2 years of service (resignation)

Harvey, Linda - (Permanent Part-time Bus Driver/Transportation) - effective at the end of the 2014-2015 school year - 22 years of service (retirement)

Islar, Susan - (Guidance Counselor/High School) - effective at the end of the 2014-2015 school year - 14 years of service (retirement)

Hottois, JoAnn - (Special Education Aide/High School) - effective at the end of the 2014-2015 school year - 8 years of service (retirement)

Johnson, Damien – (Social Studies Teacher/Middle School) – effective at the end of the 2014-2015 school year – 3 years of service (resignation)

Johnson, Jean – (Administrative Assistant II/Woodbury) – effective at the end of the 2014-2015 school year - 14 years of service (resignation)

McCaffrey, Andrew - (Latin Teacher/Middle School) - effective at the end of the 2014-2015 school year - 1 year of service (resignation)

Peters, Lynn – (Language Arts Teacher/Middle School) – effective at the end of the 2014-2015 school year – 2 years of service (resignation)

Polantz, Noel - (Grade 3 Teacher/Mercer) - effective at the end of the 2014-2015 school year - 7 years of service (resignation)

Redmon, Laurie - Intervention Specialist Teacher/Mercer) - effective at the end of the 2014-2015 school year - 1 year of service (resignation)

Romano, Joseph - (Skills Tutor/Woodbury) - effective at the end of the 2014-2015 school year - 15 years of service (retirement)

Taylor, Robin - (English Teacher/High School) - effective at the end of the 2014-2105 school year - 8 years of service (resignation)

Weinland, Victoria – (Administrative Assistant I/Onaway) – effective end of the 2014-2015 school year – 12 years of service (resignation)

Yurman, Sara (Intervention Specialist Teacher/Onaway) – effective at the end of the 2014-2015 school year – 2 years of service (resignation)

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

#### **4.1 CHANGES IN ASSIGNMENT**

Bradford, Alison - (Intervention Specialist Tutor/Boulevard) - from 50% Intervention Specialist Teacher/Boulevard, Class B.A. +15, step k/l to 100% Intervention Specialist Tutor/Boulevard, Class B.A., step 12 of the Non-Bargaining/Non-Administrative Certificated Staff Salary Schedule - effective August 17, 2015

## **4.2 SUPPLEMENTAL CONTRACTS**

### Middle School

Abrams, Jaclyn - Model United Nations - .10 x 10 (correction to the February 10, 2015 board agenda)

## **4.3 RESIGNATIONS**

Riley, Michelle - (Reading Teacher/Middle School) - effective at the end of the 2014-2015 school year - 3 years of service (resignation)

Houston, Tanya - (Special Education Aide/Lomond) - effective May 12, 2015 - 9 months (resignation)

Motion by Amy Fulford, second by Annette Tucker Sutherland.

Final Resolution: Motion Carries

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

15-05-57

## **5. ACTION ITEMS AND REPORTS-BUSINESS**

### **5.1 APPROVING LEASE AGREEMENT FOR INNOVATIVE CENTER FOR PERSONALIZED LEARNING**

At the recommendation of Superintendent Gregory C. Hutchings, Jr., and upon receiving a motion and a second, the Board of Education of the Shaker Heights City School District voted on approving the resolution authorizing the Lease Agreement for the Innovative Center for Personalized Learning between the Board of Education of the Shaker Heights City School District and the City of Shaker Heights (see attachments).

Motion by Alex Dykema, second by William Clawson II.

Final Resolution: Motion Carries

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

15-05-58

### **5.2 APPROVING A SETTLEMENT AND RELEASE AGREEMENT WITH WHITTLE CONSULTING GROUP, LTD.**

At the recommendation of Superintendent Gregory C. Hutchings, Jr., and upon receiving a motion and a second, the Board of Education of the Shaker Heights City School District voted on approving the Settlement and Release Agreement with the Whittle Consulting Group, Ltd. (see attachment).

The Treasurer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

**WHEREAS**, this Board finds the terms of the proposed Settlement and Release Agreement to be acceptable;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Shaker Heights City School District, Cuyahoga County, Ohio, that:

Section 1. The President and Treasurer of this Board are hereby authorized to sign, acknowledge and deliver, in the name of and on behalf of the School District, a

Settlement and Release Agreement with the Whittle Consulting Group, Ltd. In substantially the form now on file with the Treasurer (the Agreement).

Section 2. The President and Treasurer of this Board and the Superintendent of Schools, or such other School District officials as shall be designated by those officials, as appropriate, are each authorized and directed to sign any certificates or documents, and to take such other actions as are desirable, advisable, necessary or appropriate, to consummate the transaction contemplated by this resolution and the Agreement.

Section 3. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of this Board and any of its committees that resulted in those formal actions were held, in meetings open to the public, in compliance with the law.

Section 4. This resolution shall be in full force and effect from and immediately upon its adoption.

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

15-05-59

### **5.3 AUTHORIZING THE VISIONING TECHNICAL SERVICES AND CONSULTING AGREEMENT WITH BRAINSPACES, INC.**

At the recommendation of Superintendent Gregory C. Hutchings, Jr., and upon receiving a motion and a second, the Board of Education of the Shaker Heights City School District voted on approving the Visioning Technical Services and Consulting Agreement with Brainspaces, Inc. (see attachments).

The Treasurer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

**WHEREAS**, pursuant to its *Request for Proposal for Educational Visioning and Facilitation Services*, the District received proposals from consulting firms to provide educational visioning and facilitation services; and

**WHEREAS**, the District determined the proposal submitted by BrainSpaces, Inc. to be in the District's best interest; and

**WHEREAS**, the District now desires to enter into an agreement with BrainSpaces, Inc. to provide the educational visioning and facilitation services.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Shaker Heights City School District, Cuyahoga County, Ohio, that:

Section 1. Approval and Execution of Visioning Technical Services and Consulting Agreement. The President or Vice-President and Treasurer of this Board are hereby authorized to sign, acknowledge and deliver, in the name of and on behalf of the School District, the Visioning Technical Services and Consulting Agreement with BrainSpaces, Inc. substantially in the form now on file with the Treasurer. The form of the Agreement is approved with such changes therein that are not materially inconsistent with this Resolution and not substantially adverse to the School District

and that are permitted by law and shall be approved by the Superintendent. The approval of such changes, and that such changes are not materially inconsistent with this Resolution and not substantially adverse to the School District, shall be conclusively evidenced by the signing of the Agreement by those officials.

Section 2. Approval and Execution of Related Documents. The President or Vice-President and Treasurer of this Board and the Superintendent, or such other School District officials as shall be designated by those officials, as appropriate, are each authorized and directed to sign any certificates or documents, and to take such other actions as are desirable, advisable, necessary or appropriate, to consummate the transactions contemplated by this Resolution and the Agreement.

Section 3. Prior Acts Ratified and Confirmed. Any actions previously taken by School District officials or agents of this Board in furtherance of the matters set forth in this Resolution are hereby approved, ratified and confirmed.

Section 4. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 5. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof. Reference to a Section means a section of this Resolution unless otherwise indicated.

Section 6. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

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

15-05-60

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

### **7. ACTION ITEMS-BOARD OF EDUCATION**

#### **7.1 APPROVAL OF OAPSE LOCAL #149-CLERICAL COLLECTIVE BARGAINING AGREEMENT**

At the recommendation of Superintendent Gregory C. Hutchings, Jr., and upon receiving a motion and a second, the Board of Education voted on approving the new three-year negotiated collective bargaining agreement between the Shaker Heights Board of Education and the Ohio Association of Public School Employees/AFSCME, Local #149-Clerical, effective July 1, 2015, through June 30, 2018 (see attachment).

Motion by Reuben Harris Jr, second by Alex Dykema.

Final Resolution: Motion Carries

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

15-05-61

## **7.2 APPROVAL OF OAPSE LOCAL #152-SECURITY COLLECTIVE BARGAINING AGREEMENT**

At the recommendation of Superintendent Gregory C. Hutchings, Jr., and upon receiving a motion and a second, the Board of Education voted on approving the new three-year negotiated collective bargaining agreement between the Shaker Heights Board of Education and the Ohio Association of Public School Employees/AFSCME, Local #152-Security, effective July 1, 2015, through June 30, 2018 (see attachment).

Motion by Amy Fulford, second by William Clawson II.

Final Resolution: Motion Carries

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

15-05-62

## **7.3 SEVERANCE PAY DEFERRAL PROGRAM-SHTA MEMORANDUM OF UNDERSTANDING**

At the recommendation of Treasurer Bryan C. Christman, and upon receiving a motion and a second, the Board of Education voted on approving the Severance Pay Deferral Program-SHTA Memorandum of Understanding (see attachments).

Motion by Amy Fulford, second by Annette Tucker Sutherland.

Final Resolution: Motion Carries

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

15-05-63

## **7.4 SEVERANCE PAY DEFERRAL PROGRAM-NON-BARGAINING EMPLOYEES**

At the recommendation of Treasurer Bryan C. Christman, and upon receiving a motion and a second, the Board of Education voted on approving the Severance Pay Deferral Program-Non-Bargaining Employees (see attachments).

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

15-05-64

## **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 April 30, 2015 (attached Exhibit T-1 in Subject Section 8.2) and the Interim Investments for April 2015 (attached Exhibit T-2 in Subject Section 8.3) and the Transfer and Advances Between Funds listed in Section 8.4. Note-Subject Section 8.2, 8.3 and 8.4 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 April 30, 2015 (Exhibit T-1) be accepted and placed on file for audit.

## APRIL 2015 FINANCIAL OVERVIEW

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

- Real Estate Taxes YTD are \$2.5 million more than prior year 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 April are \$1.2 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 April 2015 was \$0.1 million or 0.2% below the prior year (0.4% above last year excluding the \$0.4 million lower spending this year for repairs & maintenance and capital outlay). On a budget basis through April, total expenditures are \$2.4 million or 3.2% below budget, including \$0.9 million for all purchased services, \$0.3 million for capital outlay, and \$0.5 million for salaries & wages. A portion of these variances are considered timing, however, we are estimating an overall \$1.5 million favorable variance in expenditures projected through the fiscal yearend including \$400,000 for salaries & wages due to lower sick leave severance, lower overtime, and lower temporary wages due to the switch to the ESC substitute teacher consortium (partially offset by contractual increases); \$440,000 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); \$60,000 for capital outlay; and \$320,000 for all purchased services.

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:

### **School District Tax Levy Unofficial Results:**

Of the 101 Ohio school district funding issues on the May 5th ballot, unofficial results indicate that 85 or 84.2% passed, as compared to the previous year when 102 of 148 or 68.9% passed. A total of 22 of 35 new issues or 62.9% passed, while 63 of 66 or 95.5% of renewal issues passed.

In Cuyahoga County 3 of 5 issues or 60.0% passed, including 3 of 3 or 100% of renewal levies (Brooklyn, Garfield Heights, and Warrensville Heights), while 2 of 2 new levies (Cleveland Heights/University Heights and Westlake) failed.

Mr. Christman also reported on the following legislative items:

- **Ohio State Budget Bill:** is still being debated in the Ohio General Assembly Senate. The Office of Budget & Management’s Budget Director offered testimony to the Ohio Senate that the House version of the budget is predicated on “rosier” expectations than the Governor feels appropriate.
- **State Budget Status:** The State budget results through March include revenues that are \$21.5 million below budget and expenditures that are \$239.3 million below budget, for a net favorable variance of \$192.9 million YTD. Revenues in April soared \$276.1 million or 13.6% over monthly projections and \$454.1 million or 2.6 % over YTD estimates.

Mr. Christman also updated the Board on the Treasurer’s Department activities since the last meeting. Activities included the following:

- Catastrophic Aid Submission;
- Senior Executive, Cabinet & Administrative meetings;
- Negotiations Local 149, 152, and Local 200;
- Severance pay deferral plan;
- Finance & Audit Committee meeting;
- NCC Treasurer Advisory Committee;
- Meet with personnel and staff on retirement matters;
- Tax valuation counter filings;
- Met with Superintendent regarding proposed budget process; and
- OT/PT contracts.

**8.3 INTERIM INVESTMENTS**

It is recommended that in accordance with Section 135.14 of the Ohio Revised Code, the interim investments listed in the attached Exhibit T-2 be ratified.

**8.4 TRANSFERS AND ADVANCES BETWEEN FUNDS**

It is recommended that the Board of Education approve the following Transfers and Advances Between Funds:

**TRANSFERS BETWEEN FUNDS**

<b><u>FROM:</u></b>					
<b><u>FUND</u></b>	<b><u>SPCC</u></b>	<b><u>FUNC.</u></b>	<b><u>OBJ.</u></b>	<b><u>OPU</u></b>	<b><u>AMOUNT</u></b>
001	0000	7200	910	000	\$60,000
<b><u>TO:</u></b>					
<b><u>FUND</u></b>	<b><u>SPCC</u></b>	<b><u>REC.</u></b>		<b><u>OPU</u></b>	<b><u>AMOUNT</u></b>
300	Var.	5100		000	\$60,000

Reason: To provide funds for the athletic departments at the High School and Middle School.

<b><u>FROM:</u></b>					
<b><u>FUND</u></b>	<b><u>SPCC</u></b>	<b><u>FUNC.</u></b>	<b><u>OBJ.</u></b>	<b><u>OPU</u></b>	<b><u>AMOUNT</u></b>
001	0000	7200	910	000	\$5,000

<u>TO:</u>					
<u>FUND</u>	<u>SPCC</u>	<u>REC.</u>		<u>OPU</u>	<u>AMOUNT</u>
020	0000	5100		000	\$5,000

Reason: To provide funds for Shaker Shop inventory purchases.

**ADVANCES BETWEEN FUNDS**

<u>FROM:</u>					
<u>FUND</u>	<u>SPCC</u>	<u>FUNC.</u>	<u>OBJ.</u>	<u>OPU</u>	<u>AMOUNT</u>
001	0000	7410	921	000	\$100,000

<u>TO:</u>					
<u>FUND</u>	<u>SPCC</u>	<u>REC.</u>		<u>OPU</u>	<u>AMOUNT</u>
006	Var.	5210		Var.	\$25,000
400's	Var.	5210		Var.	\$25,000
500's	Var.	5210		Var.	\$50,000

Reason: To advance temporary funds ONLY in event unallowable cash or fund deficits result due to State and Federal grant payment delays. Any amounts advanced will be repaid in the new fiscal year.

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

15-05-65

**8.5 HOUSE BILL NO. 412 FIVE-YEAR FINANCIAL FORECAST**

At the recommendation of Treasurer Bryan C. Christman and the District's Finance & Audit Committee (which reviewed and approved the forecast on April 23, 2015), and upon receiving a motion and a second, the Board of Education voted on approving the House Bill No. 412 Five-Year Financial Forecast (attached Exhibit T-3) and directing the Treasurer to file a copy of such forecast with the Ohio Department of Education.

Mr. Christman reviewed the five year forecast with the Board and audience using a PowerPoint presentation (see attached). A question and answer session followed the presentation, after which time the vote was taken.

Prior to the Board vote, Mr. Christman provided the following explanation:

House Bill No. 412 requires districts to submit a five-year forecast to the Ohio Department of Education by the end of October and then again before May 31st. Accordingly, the current updated version is included on tonight's agenda for approval. The Finance & Audit Committee reviewed and approved the Forecast at their April meeting.

Mr. Christman also provided the following forecast basic background information:

- Required two times per year, last one approved in October 2014. The first of the fiscal year is due by the end of October, and the second filing must be by the end of May;
- Can be amended and submitted at any time during the year;

- Reflects the actual fiscal 2014 revenue and expenses; and the projected fiscal 2015 revenue and expenses based upon final fiscal 2014 data and fiscal 2015 data year-to-date;
- Basic format requires three years of historical and five years of projected data;
- The forecast is simply a planning tool used in long-term strategic planning for the District;
- It is designed to help identify issues and circumstances that need to be addressed in advance of occurrence;
- This represents but one approach to balancing the District's finances;
- Does not necessarily reflect the exact layout of future events; and
- Other events will occur that will likely have an impact on this forecast e.g.
  - Ohio's current and future biennial budgets;
  - Continued recovery of the Ohio economy;
  - Continued recovery of the real estate markets; and
  - Other market forces that impact our expenditure base.
- The only thing about this forecast for which we can be assured, is that most all of the numbers will be different.

The Forecast document also includes the following specific assumption information:

**Major Assumptions and/or Highlights:**

1. The **State Foundation** receipts for F2014 & F2015 (Line 1.035, Unrestricted Grants-in-Aid) are in accordance with the House Bill No. 59 State funding formula under the 2013-2015 State biennial budget. The new formula resulted in a higher calculated funding amount for the District, but under the provisions of the "gain cap" the District was limited to only a 6.25% increase over the prior year base amount. Consequently, the District's actual funding received was approximately \$1.8 million below the total new formula calculated amount in F2014.

The F2015 forecasted amount was originally discounted by about \$340,000 from the 10.5% gain cap calculated amount to account for increases in expected increased deductions for community (charter) schools and other deductions effectively reducing the District's net proceeds. It is now projected the District will receive an additional net \$475,854 more than originally forecasted, or a total estimated \$1.5 million increase over F2014 in accordance with the second budget year gain cap limit of 10.5%. The amount not received due to the "gain cap" in F2015 approximates \$1.0 million.

Although both the Governor's and the House's version of the proposed 2015-2017 State biennial budget call for changes in the perennial school funding formula which provide for increases to the District, we are unable to incorporate such supposals in the forecast since such legislation has not yet been finalized. Accordingly, in the forecast the F2016 funding amount is reduced from the F2015 level in anticipation of the existing school funding formula component that calls for a biennial reset of the index used to measure relative wealth amongst all Ohio public school districts. Such revised index is expected to result in a reduction in the District's share of the available funding approximating \$125,000 per year.

2. The **Fiscal 2015 revenue and expenditure** items (and the subsequent impact on future years projections) have been updated to reflect the financial results as projected through the end of the fiscal year.
3. **General Property Tax receipts** for F2015 includes an increase of about \$2.7 million reflecting about half of the new proceeds from the May 6<sup>th</sup> voter-

approved 6.9 mill operating levy, which began collection in January 2015. F2016 tax receipts include an additional \$2.7 million increase over F2015 reflecting a full year's collection of the new taxes.

Partially offsetting the new tax receipts beginning in F2015 and running through F2020, we have reduced projected taxes by \$250,000 per year reflecting an estimate of what is hoped to be a temporary reduction in commercial real estate property tax collections due to the demolition of certain commercial properties in connection with the City's impending reconfiguration and redevelopment of the Warrensville Center/Chagrin/Van Aken/Northfield intersection. Anticipated development in the area after the reconfiguration is expected to replenish such lost taxes after the next reappraisal cycle.

4. **Restricted State Grants-in-Aid** (Line 1.040) F2015 includes \$2 million of catastrophic aid reimbursements from the State consisting of the F2013 reimbursement amount of \$1.026 million received in July 2014 and an estimated \$1 million for F2014 projected to be received in June 2015. F2016 projected revenues drop back down to one year's reimbursement for F2015.
5. F2015 and beyond continue to include an estimated \$50,000 cost shift to the General Fund 001 for costs previously funded by Federal monies which may continue to be reduced under the Federal sequestration program.
6. F2015 forecasted **salary expense** reflects the 1% contractual increase effective January 1, 2014 and July 1, 2014, which was granted to the teachers and other employees, respectively, in connection with the one-year extensions of all three of the District's collective bargaining agreements. The forecast also reflects the approved SHTA contract salary increases which amount to 3% (2 plus 1 for extra teacher requirements including IB) effective January 1, 2015, and 2.5% (2 plus 0.5 for extra teacher requirements including IB) effective on both January 1, 2016 and January 1, 2017. In addition to an allowance for the estimated cost of experience increments, the forecast also reflects an estimated contractual percentage for other non-teaching groups of employees.
7. F2015 projected **health insurance** expense reflects the budgetary savings due to the significantly lower increase in rates effective both 1/1/14 and 1/1/15. In accordance with the recommendation of the District's benefits advisor, a projected annual growth rate of 10.0% for health insurance costs has been forecasted effective January 1<sup>st</sup> of each year, partially offset in F2016 by an estimated 3% reduction attributable to an estimated reduction in the health insurance reserves, resulting in a net increase of only 7% effective 1/1/16. Additionally, the estimated savings attributable to the prescription drug program changes as adopted in the SHTA contract are reflected in the reduced projected costs beginning in F2016.
8. **Natural gas** budget increases of 4% per year for fiscal years beyond Fiscal 2015;
9. **Electricity** budget increases of 3% per year for fiscal years beyond Fiscal 2015;
10. A projected annual growth rate averaging 5% for **out-of-district tuition** costs;
11. A 5% annual growth rate for **out-of-district tuition transportation** costs;
12. A 5% annual growth rate for **fuel costs** beyond Fiscal 2015. We have allotted an additional \$25,000 as a precaution that fuel prices experience a more dramatic fluctuation in fiscal year 2016 and beyond;
13. A projected annual growth rate averaging 5% for **Capital Outlay** spending based upon the Fiscal 2015 projected expenditures totaling \$1.5 million.
14. **A net annual budget savings of \$1 million each year commencing in Fiscal 2017. The original fiscal year 2016 targeted savings amount of \$1.0 million was identified and is reflected (along with the additional**

savings identified/implemented beyond the \$1 million target) in the F2016 forecasted expenditure amounts.

15. Because of the fund balance levels during the forecast period, there is no projected operating levy during the forecast period and thus there are no forecasted revenues on Line 13.020, Property Tax-New. However, one of the keys to achieving the delay of the next operating levy beyond 2018 is a continuation of annual budget savings as mentioned above.

**Significant Changes from the prior Forecast:**

- A. **Real Estate Tax Revenue:** No significant changes from the last forecast.
- B. **Increase in Unrestricted Grants-in-Aid:** Includes the projected additional \$0.5 million State Foundation aid for this fiscal year and the subsequent impact to future years in accordance with the second budget year gain cap limit of 10.5% under the existing biennial budget legislation. The amount not received due to the "gain cap" in F2015 approximates \$1.0 million.
- C. **Fiscal 2015 Projected Results:** The forecast reflects the financial results as projected through the end of the fiscal year ended June 30, 2015.
- D. **Increase in Salaries & Wages:** The forecast reflects the contractual wage increases as approved in the SHTA collective bargaining agreement effective 1/1/15, along with projected salary increases for the non-teaching employees yet to be bargained. Additionally, an allowance is included for possible additional specific targeted service needs.
- E. **Decrease in Fringe Benefits:** The forecast reflects the savings from lower than anticipated health insurance rate increases effective 1/1/15, as well as new prescription drug coverage changes as part of the current collective bargaining processes, partially offset by the increase in retirement expense due to increased salaries & wages.
- F. **Decrease in Purchased Services:** The forecast reflects projected savings in pupil transportation changes resulting in lower outside contractor charges.
- G. **Budget Reductions:** The F2016 \$1 million budget reductions have been identified and reflected in the forecast.
- H. **Change in Growth Rates:** No changes in growth rates in this forecast.

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

Final Resolution: Motion Carries

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

15-05-66

**8.6 ADOPTION OF THE SHAKER HEIGHTS PUBLIC LIBRARY TAX BUDGET**

It is recommended that the Board of Education adopt the 2016 Shaker Heights Public Library Tax Budget (see attached Exhibit T-4) as approved by the Library Board of Trustees on April 13, 2015 and that the Treasurer be directed to file the tax budget with the Cuyahoga County Budget Commission. The 2016 Tax Budget total resources, total expenditures, and estimated ending balances are summarized below:

	<b><u>Total Resources</u></b>	<b><u>Total Expenditures</u></b>	<b><u>Estimated Ending Balances</u></b>
<b>General Fund</b>	\$ 7,459,913	\$5,700,000	\$1,759,913
<b>Building Fund</b>	250,258	0	250,258
<b>Trust and Agency Funds</b>	112,086	36,730	75,356
<b>Total</b>	<b>\$7,822,257</b>	<b>\$5,736,730</b>	<b>\$2,085,527</b>

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

Final Resolution: Motion Carries

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

15-05-67

## **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**

##### **MYP Authorization Visit**

The Shaker Heights' MYP authorization visit took place on April 27 - 29, 2015. The visiting team consisted of three evaluators who explained that their job was to verify that the IB MYP Standards and Practices were being implemented effectively in the candidate schools. After submitting a report of their findings to IBO, the organization will determine if the MYP partnership of Woodbury, Shaker Middle and High School meets all the necessary qualifications to be designated an "IB MYP world school".

##### **IB Americas Regional Council**

On May 4-5, 2015, I traveled to Bethesda, MD to attend a meeting of the IB Americas Regional Council at the IB Global Centre in Bethesda, MD.

##### **IB Conference of the Americas**

The Shaker Heights City School District is pleased to announce that our International Baccalaureate Middle Years Programme Coordinators will present at the International Baccalaureate Conference of the Americas this July 23rd – 26th in Chicago, Illinois. John Moore, International Baccalaureate Coordinator at Shaker Heights High School worked with Amy Brodsky, International Baccalaureate Coordinator at Woodbury Elementary School, and Dexter Lindsay, International Baccalaureate Coordinator at Shaker Middle School, to complete and submit a conference proposal application. The team will present on Shaker's International Baccalaureate Middle Years Programme, including strategies and accomplishments, so that other school districts throughout the country may benefit. The session is titled, "Coordinator as Leader in Professional Learning."

#### **Goal 2: Continuous Improvement**

##### **Preparation for the End of Year State Assessments**

After the Performance Based Assessment phase of state testing was completed in March, we held several internal debriefings to identify issues, problems and lessons learned from this first experience with the new state tests. These meetings included building test coordinators, John Rizzo, Bernice Stokes and me. In general, we identified several issues that we grouped into 4 categories:

1. Staffing
2. Facilities
3. Bandwidth
4. Communication

While some of these issues/problems will need to be addressed as we plan for next year, we also identified changes that we could implement now so that the April/May

round of testing will go more smoothly and will minimize the impact of testing on instruction.

### **Cultivating Skillful Instruction (CSI): A Teacher Leader Cohort**

A new teacher leader cohort will be offered by the district from 2015-2017. There have been many inquiries about the program and as of mid-April, we had approximately 20 people signed up to attend information sessions.

### **Technology Update – Computer Upgrades: Lease vs. Buy**

Desktop computer upgrades will be taking place throughout the summer of 2015. As a part of the budgeting process, a comparison between leasing and buying was performed. Leasing provides both pros and cons. Pros include ability to make large purchases with small down payments thereby allowing for spreading out cash flow demands. Among the biggest 'con' is the additional cost due to upfront legal costs and the interest component of the periodic lease payment. This is exacerbated by the low market value of the depreciated desktop hardware.

### **Technology Update – Core Networking Hardware**

Core networking hardware will be upgraded during the summer of 2015. This equipment resides at City Hall as well as the High School. The Shaker network topology is such that all building fiber optic connections first terminate at City Hall. From City Hall, requests for Internet access then flow through the High School and out to our Internet Service Provider, North Coast Council.

Both of these locations aggregate many connections and requests for network resources. As a result, they are under high demand and are essential to our network. Currently, City Hall connects to the High School over a 1Gbps connection. The current equipment at City Hall will be in end-of-support (EOS) status from the manufacturer (Cisco) on July 31, 2015. In addition, the core equipment at the High School was EOS as of May 2, 2011.

The replacement plan includes new equipment at both locations as well as an increase in the City Hall to High School connection from 1Gbps to 10Gbps. Quotes for replacement equipment are currently under review.

### **Technology Update – Technology Overview Presentation**

On March 23 and April 16, a technology overview presentation, which included information on the Shaker network topology as well as key areas of focus and planning, was delivered. The audiences included central office administration, building principals, and Building Technology Team members.

The conversation during and after the presentation was positive and the overall sense was that attendees felt more informed and had a better understanding of how the Shaker network is interconnected.

## **Goal 4: Human Resources and Facilities**

### **Change of date of Educational Visioning Workshop to June 11-12 and contract award for educational planning consultant**

Due to scheduling conflicts, the District-wide, Educational Visioning Workshop is rescheduled to June 11-12. We expect the workshop to take place at the Shaker Heights High School; Subject to participants' availability, the District will invite a group of 75 participants representing all schools including teachers, staff, parents, community members and board members to attend the workshop (see table below). Additionally, we inform that the District selects Brainspaces, Inc.

([www.brainspaces.com](http://www.brainspaces.com)) as the educational consultant to facilitate the workshop and produce a report for use in the master planning process. The duration of the consultant's work (site-visits, workshop, drafting reports, etc.) is approximately 3-4 months at an approximate cost of \$116K. We expect to finalize the schedule of events and award the contract for services by May 1st.

### **S.H.T.A. and Board of Education Annual Service Tea Honorees**

The annual Shaker Heights Service Tea will be held Thursday, May 21, 2015, at 3:45 p.m., at the Shaker Heights High School Cafeteria. You are invited to this district reception honoring our colleagues who will be retiring, receiving service awards or S.H.T.A. Fellowships.

### **Business Procurement Update – RFQ for Pre-Qualified Design Services for Parking Lots and Tennis Courts Repairs**

As part of its summer-facilities maintenance work, the Department of Business and Operations will publish a RFQ for professional design services for possible future work on district-wide parking lot/paving improvements and restoration of the high school tennis courts. The RFQ will post for 14-calendar days at which time a selection panel will be convened to select the top firms for such work and cost estimates. Once this selection process is complete, the Superintendent will review the recommended firms and submit the top firm for the Board's consideration and approval of the respective project. This process is in accordance with Board policy and has been approved by legal counsel.

### **Follow up to Goal 6 Board Briefing – Five Factors of Retention**

Five factors influence employee retention as briefed at the Goal 6 update. The district compensation philosophy is one of "total rewards," which is the mix of the monetary and non-monetary factors that most impact the development of a high performing work environment. These five components are:

- Financial incentives
- Developmental goals
- Work environment
- Recognition and respect
- High standards

The Superintendent and Assistant Superintendent of Business and Operations will brief a human capital management system model and the Shaker theory of action to create a high-performing work environment in a future update.

### **Goal 5: Communications**

#### **New mobile website and PTO Directory app**

Our new mobile website is close to launch. The web company has used "responsive design" to develop it, which affords two major advantages:

- It will more closely resemble our desktop site, so that users will have a more consistent experience across platforms;
- It automatically adapts for optimal display on any mobile device, be it a phone or tablet.

In addition, we have worked with the PTO to identify and contract with a vendor to transfer the PTO Family Directory from paper to a mobile app. This will be more convenient for parents and will save a great deal of staff and volunteer time.

### **Parent Meeting on Traffic Issues at Onaway and Woodbury Schools**

The Department of Business and Operations will host a meeting with parents of Onaway and Woodbury Schools to discuss traffic and parking concerns at these schools. The meeting will take place on May 20 from 7:00-8:00pm at the Onaway multipurpose room. The agenda for the meeting is to discuss the traffic challenges and develop suggestions for improvement. These suggestions may include school, district and city recommendations for improving traffic and parking safety in and around the schools. The goal is to implement such action(s) starting August 24, 2015, the first day for students in the new school year.

### **Academic Success: Cradle to College**

On May 2, the Superintendent of the Cleveland Heights/University Heights Schools, the Chief Academic Officer of the Cleveland Metropolitan Schools and I were featured at the "Academic Success: Cradle to College," event at Tinkham Veale University Center at Case Western Reserve University. The purpose of this event was to engage parents and community members in a discussion on our educational system and preparing students at every level for academic success.

### **Webinar on Iceberg Effect**

Thanks to AASA's new Collaborative, educators across the U.S. connected with the authors of the Iceberg Effect report on Wednesday, May 6 at 2:00 pm, which featured myself, James Harvey of the National Superintendents' Roundtable, and Charles Fowler, president of the Horace Mann League, to discuss this groundbreaking report.

### **Goal 6: Finance**

#### **Employee Residency Information**

A summary of statistics by employee group who are residents of the Shaker Heights City School District was provided within last week's Board Packet. The statistics were prepared based upon data in the District's payroll/personnel system that originated from the self-reported Ohio School District Code as provided by employees from their Ohio withholding statement. Please note that a residency statistic for the teachers that was provided by the Treasurer's office and reported at the February special Board meeting was erroneous. We apologize for any confusion this may have caused.

Additionally, the Superintendent briefed the Board on the status of personnel searches.

### **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.

Mr. Clawson reported that the Board received a letter from SHTA members concerning suggestions for improvement. There will be on-going communication with the group in the near future.

Mr. Clawson reported there will be a Mac Scholars program on May 21<sup>st</sup> in the large auditorium at the High School.

Mr. Harris reported on the SGORR event held at the Shaker Heights Library regarding the history of racial issues in Shaker Heights. They held a great discussion which resulted in many good ideas.

Mr. Dykema reported that the Board has sent a letter to the State concerning House Bill No. 74, which deals with testing issues at the State level. The Board is hopeful

that there will be changes made to the testing process so it is not consuming so much time which detracts from the learning process.

Mrs. Fulford reminded the audience there will be a Finance & Audit Committee meeting on May 21<sup>st</sup> at the Administration Building.

## **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); and to discuss matters relative to the preparation for collective bargaining negotiations under ORC Section 121.22(G)(4).

Motion by Amy Fulford, second by Alex Dykema.

Final Resolution: Motion Carries

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

15-05-68

The Board of Education recessed the public session at 8:52 p.m. After a short break, the executive session convened at 9:02 p.m. including Treasurer Christman, until 9:25, at which time Superintendent Hutchings joined the executive session. Treasurer Christman departed the executive session at 10:12 p.m.

At 11:03 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 regular meeting of the Shaker Heights Board of Education will take place on Tuesday, June 16, 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 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

15-05-69

The regular meeting of the Shaker Heights Board of Education adjourned at 11:05 p.m.

---

William L. Clawson II, President

---

Bryan C. Christman, Treasurer