

To be approved at the Board of Education meeting June 12, 2018.

MINUTES OF THE MAY 8, 2018 REGULAR BOARD OF EDUCATION MEETING.

The Shaker Heights Board of Education met in regular session on Tuesday, May 8, 2018, at 4:30 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 4:30 p.m. Board Vice President William L. Clawson II, who presided over the meeting, called the meeting to order

1.2 ROLL CALL

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

Members present:

Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, and William L. Clawson II. President Jeffrey Isaacs was unable to attend due to a previously scheduled professional commitment.

1.3 EXECUTIVE SESSION

At the recommendation of the Board Vice President, 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 Heather Weingart, second by Ayesha Bell Hardaway.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

18-05-66

The Board recessed the public session at 4:31 p.m.

Executive session convened at 4:33 p.m with Treasurer Christman, Superintendent Hutchings, Assistant Superintendent of Business and Operations Stephen Wilkins, and District counsel Eric Johnson of Walter Haverfield in attendance.

At 5:31 p.m., Vice President Clawson declared the end of the executive session.

1.4 PUBLIC SESSION RECONVENES

The public session of the Board meeting reconvened at 5:35 p.m.

1.5 PRINCIPAL AND STUDENT WELCOME

Shaker Heights High School Principal Jonathan Kuehnle introduced a 12th grade student who spoke about his experiences at the High School, the activities he is involved with and his plans upon graduation. Mr. Kuehnle then provided an update on recent and upcoming events at the High School.

1.6 APPROVAL OF BOARD MEETING MINUTES

At the recommendation of the Board Vice President, and upon receiving a motion and a second, the Board of Education voted on approving the unofficial minutes for the April 10, 2018 Regular Meeting.

Motion by Ayesha Bell Hardaway, second by Lisa Cremer.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

18-05-67

1.7 RECOGNITION/HONORS OF STAFF AND STUDENTS

At this time, the Superintendent acknowledged staff and/or students for special recognition and/or honors as listed below.

Chinese Language Class Students Garner Honors

Forty-eight of our Chinese language class students competed with almost 500 students statewide in the Fifth Annual Ohio K-12 Chinese Speech and Essay Contest, sponsored by the Confucius Institute. A special congratulation to 10 students who placed either first, second or third in their respective competitions: Ose Arheghan, Sophia Holtkamp, Rohini Kumar, Katie Zernick, Kaleigh Armstrong, Camryn Koonce, Marissa Garrett-Morris, Mia Hart, Cydney Hayes and Sian Troupe.

Musical Nominated for Four Dazzle Awards

Congratulations to the Theatre Arts Department and the student performers of the High School production of Carrie: The Musical, who were nominated for four Dazzle Awards! The show is nominated for Best Pit Orchestra, Best Technical Execution, Best Actress (senior Sydney Fieseler in the role of Margaret White) and Best Musical. The entire company will perform a number from the show onstage at the Palace Theatre on May 19 during the Dazzle Awards program.

Shaker Students Make Strong Showing in PenOhio Tournament

The Middle School PenOhio Team (formerly Power of the Pen) had a strong performance at the regional tournament, hosted by Shaker Heights Middle School, on April 21. The seventh-grade team took second place overall and the eighth-grade team finished in first place overall. Eighth grader Mia Compton-Engle took first place for individuals (out of 150 students) and seventh grader Josh Mink earned fourth place (out of more than 100 students). The Middle School will send 10 students to the PenOhio State Tournament May 19-25 in Wooster.

Trisha Roy Receives OSU Eminence Scholarship

Congratulations to senior Trisha Roy, who is a recipient of the Eminence Scholarship at The Ohio State University. Trisha is one of only 25 students selected from a field of 75 finalists to receive the honor; this year's Eminence Fellows finalists came from 17 states, 29 Ohio cities and 62 different high schools. The scholarship covers the full cost of attendance for four years, plus a \$3,000 enrichment grant after her first year.

Daniel Crouse Awarded Corporate National Merit Scholarship

The National Merit Scholarship Corporation awarded senior Daniel Crouse with a corporate-sponsored National Merit Scholarship, financed by Rockwell Automation. Approximately 1,000 high school seniors from across the country were selected for corporate-sponsored scholarships, which are financed by 200 corporations, company foundations and other business organizations.

Shaker Communications Team Dominates State Awards

The Shaker Schools Communications Department received seven awards last month from the Ohio School Public Relations Association (OHSPRA), the most of any public school district in Ohio. The honors included a special "Friend of Education" award—one of only two in the state—to the District's Communications Advisory Council, a nine-member group of Shaker residents who have a variety of professional experiences in communications and public relations. *Measuring What Matters*, our annual report to the community, was recognized as the top publication of its type in the state and *The Shaker Connection*, our monthly e-newsletter, was recognized as the top e-newsletter in Ohio.

Shaker French Students Excel

Congratulations to 62 our French language students who earned recognitions on the National French contest. The students are taught by Eileen Willis and Suzanne Genillier. You can find a complete listing of these students at www.shaker.org.

Natalie Sekicky Honored by Northwestern University

Northwestern University has honored High School journalism teacher Natalie Sekicky with a Distinguished Secondary Teacher Award (DSTA). Ms. Sekicky was nominated by former student Shane McKeon. The award is designed to honor high school teachers who have touched the lives of Northwestern students. It carries an award of \$5,000 for the teacher and \$5,000 for the teacher's school. Ms. Sekicky is one of only five teachers from across the country who will receive the award this year. Congratulations Ms. Sekicky!

Shaker Crew Team Wins Medals

The SHHS Crew Team rowed their way to gold, silver and bronze medals the weekend before last at the 54th Hebda Cup Regatta in Wyandotte Michigan. The Women's Varsity 4, Novice 8 and Novice 4 took gold; the Men's Varsity 4 and Novice 4 placed second; and the Men's Junior 4 finished third. Shaker Crew is one of only two public school crew teams in the state.

At this time, Board Vice President Clawson suggested moving item 1.10 forward in the agenda so as to allow the students in attendance to depart sooner. Hearing no disagreement, the meeting continued.

1.10 SUPERINTENDENT'S STUDENT ADVISORY COUNCIL ANNUAL UPDATE

At this time, Dr. Hutchings introduced members of his Superintendent's Student Advisory Council for their annual update as presented in the attachment. The update lasted from 5:33 p.m. until 6:19 p.m.

1.8 SUPERINTENDENT'S REPORT-Addressing Declining Enrollment

At this time, the Superintendent reviewed the most recent alternatives for implementing a reduction in force of District staff in response to the historical and expected continued declining enrollment (see attachment). The presentation lasted from 6:19 p.m. until 7:14 p.m. and included questions, answers and discussion with the Board. Dr. Terri Breeden, Assistant Superintendent of Curriculum and Instruction, was present at the speaker's table and participated in the discussion, responding to questions from board members.

1.9 PUBLIC COMMUNICATION TO THE BOARD

Board policy permits the President to invite public comment. The President designates the total time allotted and will limit the individual 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.

The Board heard from several members of the teaching staff, the community and from current and former students who advocated for the theater program at the High School and spoke to the need for filling available teaching positions in the arts with qualified candidates. The Board also heard from District staff and community members regarding concerns for potential reductions in staff as well as concerns about the online health class currently offered students via Brigham Young University. An Intervention Specialist at the high school spoke out of concern for the student/Intervention Specialist ratio as well as the expanded limits on small group instruction in the I-Lab. The President of CHORD spoke to remind the Board of the lack of and need for vocal performance/choir offerings at Woodbury as well as the need for the orchestras to have different levels according to the students' different skill levels/abilities. Finally, a former SHHS assistant principal spoke to announce her intention to pursue reemployment as the District Superintendent.

The public comment lasted from 7:15 p.m. until 8:09 p.m.

1.11 EQUITY TASK FORCE UPDATE

At this time, an Equity Task Force update was provided by committee member Heather Torak. Ms. Torak reported that the committee has seen great interest and support for the two recent community sessions led by Equius Consulting as well as in the upcoming learning lab. The committee has recently focused on researching policies related to equity in other school districts and will continue to do so over the summer. Ms. Torak's update lasted from 8:10 p.m. until 8:15 p.m.

1.12 GIFTED POLICY UPDATE

At this time Dr. Terri Breeden, Assistant Superintendent of Curriculum & Instruction provided an update on the district's gifted policy which lasted from 8:15 p.m. until 8:20 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 included in Category Sections 3 and 4 below. Note-Category Sections 3. Personnel and 4. Addendum-Personnel of the agenda may be acted on in one motion. Note-all personnel actions are for the 2017-2018 school year unless otherwise noted.

3. ACTION ITEMS AND REPORTS-PERSONNEL

3.1 APPOINTMENTS

Bernosky, Michael - (Building Assistant/Boulevard) - step 10 of the Local 200 Salary Schedule - effective May 9, 2018

Gross, Perita - (Project Assistant/Administration) - effective April 26, 2018 through June 8, 2018

Tolbert, Eric - (37.5% Security Monitor/District) - step 5 of the OAPSE 152 Salary Schedule - effective May 9, 2018

Welsch, Joseph - (Physical Education Teacher/Boulevard/Mercer) - Class B.A.+15, step d of the Teacher's Salary Schedule - effective August 15, 2016 (correction to the June 21, 2016 board agenda)

3.2 CHANGES IN ASSIGNMENT

Becerra, Melissa - (Grade 3 Teacher/Boulevard) - from Teacher on Assignment/Fernway to Grade 3 Teacher/Boulevard - effective August 16, 2018

Beney, Susan - (100% Kindergarten Teacher/Mercer) - from 50% Kindergarten Teacher/Mercer to 100% Kindergarten teacher/Mercer - effective August 16, 2018

Doersen, Valerie - (60% English Teacher/High School) - from 100% English Teacher/High School to 60% English Teacher/High School - effective August 16, 2018

Horstman, Yvonne - (100% Social Studies Teacher/High School) - from 60% Social Studies Teacher/High School to 100% Social Studies Teacher/High School - effective August 16, 2018

McCaskey, Douglas - (Day Head Custodian III/Mercer - from Custodian with License/Boulevard to Day Head Custodian III, step c - effective May 9, 2018

Spector, Ian - (Building Assistant/Mercer) - from Building Assistant/Lomond to Building Assistant/Mercer - effective May 9, 2018

Varricchio, Christine - (KRP Support Teacher/Boulevard) - from Grade 3 Teacher/Boulevard to KRP Support Teacher/Boulevard - effective August 16, 2018

3.3 CONTINUATION OF ASSIGNMENT

Coffey, Mary - (Latin Teacher/High School) - 80% Latin Teacher

Cuda, Tony - (Social Studies Teacher/High School) - 60% Social Studies Teacher (job share)

Devine, Tanutda - (Grade 1 Teacher/Boulevard) - 50% Grade 1 Teacher (job share)

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

Kunchik, Kelly - (Grade 1 Teacher/Boulevard) - 50% Grade 1 Teacher (job share)

Podl, Jody - (Social Studies Teacher/High School) - 40% Social studies Teacher

3.4 TEMPORARY EMPLOYEES

Homebound Student Tutor

Schwartz, Georgeta

IB Invigilators

Graves, Melda
Neil, Lawrence

Schweitzer, Marlies
Seballos, Sandy

Papell, Kimberly
Romano, Joseph

Ting, Allison

Lunch Aide

Newell, John

Substitute Administrator

Perkins, Dana

Substitute Music Teacher

Rinderknecht, Luke

Proctor

DelGreco, Angela

Substitute Clerical (2018-2019 School Year)

Harrison, Terri

Schachtel, Nancy

3.5 SPECIAL ASSIGNMENTS

Authorization is requested for staff members to participate in the following listed activities. A unit refers to approximately one-half day of service at \$65.

Commencement Organizers

Up to 4.5 units per individual
Hernan, Joseph

Miles, Molly

Commencement Supervisors

Up to 1 unit per individual

Agee-Barney, Kendra
Anderson, Cinnamon
Babcock, Eric
Babinec, Michael
Bartley, Matthew
Berndt, Victoria
Blakesee-Vokes, Elizabeth
Blattner, Eileen
Bonner, Shaunna
Bourisseau, Mary
Boyd, Carol
Brem, Laurie
Clopton-Zymler, Mario
Cole, Kady
Cotton, Christopher
Crowley, Valerie
Davis, Kimberly
Davis, Sarah
DeWeerd, Jamison
Doersen, Valerie
Durban, Raymond,

Jelen, Donna
Keener, Lauren
Konopinski, Joseph
Loveman, Maurine
Mauch, Erin
McCandless, Chris
Moore, John
Morrical, Mae
Morris, John
Murray, Elizabeth
Neil, Myriam
Parks, Maggie
Peake, David
Perrin, Gabrielle
Robbins, Laura
Roberts, Kimberly
Schmuck, Jessica
Shrestha, Emily
Simmons, Virginia
Sizemore, Dawn
Steenbergh, Marian

Elsaesser, Bryan
 Engbert, Melanie
 Enie, Marc
 Gardner, Nicole
 Grams, Colleen
 Haring, Meryl

Sumerak, Scott
 Szendrey, Catherine
 Walker, Jason
 White, Lori
 Zannelli, Gregory
 Zuzik, Evan

Fourth Grade Spring Mixer
 Up to 5 units per individual

Exum, Vanessa
 Haffke, Louise
 Klausner, Paula

Meinhard, Janet
 Tritt, Karen

Google Bootcamp Summer 2018
 Up to 4 units per individual

Appel, Lee
 Beney, Susan
 Brown, Denise
 Brown, Susan
 Davros, Sally
 Discenna, Alfred
 Farinacci, Nicole
 Grant, Beven
 Hardiman, Lisa
 Hassell, Andree

Kippen, Nancy
 Kovach, Carole
 Leibovich, Richard
 Lever, Jennifer
 Lipovic, Darlene
 Longino, Kristina
 Pocaro, Adrian
 Reynolds, Aleeya
 Rose, Barbara
 Roth, Linda

Shrestha, Emily
 Strang, Deedra
 Torrence, Tod
 Townsend, Donita

Stipend and corresponding benefits funded by the sponsoring college or university after receipt of funds from sponsor.

Student Teacher Mentor

Jelen, Donna

Cleveland State University \$129

Authorization is requested for staff members to participate in the following listed activities. A unit refers to approximately one-half day of service at \$65.

International Baccalaureate Extended Essay Supervision
 Up to 4 units per individual

Boyd, Carol
 Bullard, Bradley
 Crain, Daniel
 Davis, Sarah
 Durban, Raymond
 Elsasser, Brian
 Glasier, Andrew
 Haring, Meryl
 Horstman, Yvonne

Kelly, Paul
 Konopinski, Joseph
 Marencik, Joseph
 Owens, Kimberly
 Scanlon, William
 Sheppard, Sylvia
 Tournoux, Gene
 Wadsworth, Amy
 Zuzik, Evan

Middle School Trip to Washington, D.C.
 \$200 per individual

Abraham, Jeremy
 Baldarelli, Jenna

Lockhart, Justin
 Moss, Shanita

Beis, Liesl
 Billington, Lori
 Collier, Jevette
 Doles, Rebecca
 Hegele, Robyn
 Klodor, Matthew
 Knebel, Brock
 Knebel, Sarah
 Lindsay, Dexter

Pierce, Kathleen
 Roche, Ashley
 Saluga, David
 Sharpe, Rebekah
 Summers, Michael
 Thomas, Kevin
 Troupe, Sandy
 White, Michele
 Zarders, Kevin

Woodbury Overnight Camp
 Up to 2 nights per individual

Ambrozic, Ashley
 Appel, Lee
 Brooks, Lloyd
 Dang, Libby
 Dinkins, Donetha
 Farren, Christine
 Farinacci, Daniel
 Fraser, Aisha
 Garrison, Darlene
 Goodrum, Angela
 Harnish, Sean
 Hart, Fred
 Heide, Ruth
 Hobson, David

Keitlen, Todd
 Lease, Patsy
 Lewis, Wendy
 Lipovic, Darlene
 Lockhart, Barbara
 Moore, Laura Ann
 Muttillo, Carmelina
 Nims, Shyla
 Pincoe, Heather
 Portner, Bethanie
 Reese, Nathaniel
 Smith, Stephanie
 Stephens, Jessica
 Ziegler, Daina

3.6 SUPPLEMENTAL CONTRACTS

	TYPE	DESCRIPTION				
HIGH SCHOOL SUPPLEMENTALS						
DAVIS, SARAH	8093	NATIONAL HISTORY DAY ADVISORS	1	x	1	
KONOPINSKI, JOSEPH	8499	NATIONAL HISTORY DAY ADVISORS	1	x	1	
WOODBURY SUPPLEMENTALS						
APPEL, LEE	6617	OUTDOOR EDUCATION PROGRAM (CAMP)	4	x	1	
HARNISH, SEAN	6616	OUTDOOR EDUCATION PROGRAM (CAMP)	4	x	1	
SUPPLEMENTAL CORRECTIONS						
LOWE, ALLISON	6616	OUTDOOR EDUCATION PROGRAM (CAMP)	4	x	1	Rescind-August 15, 2017

3.7 CHANGES IN RATE FOR INDIVIDUAL LONG TERM SUBSTITUTE TEACHERS

Johnstone, Jessica - (Spanish Teacher/Middle School) - Class B.A., Class B.A., step a in accordance with the applicable Hourly and Unit Rate Schedule - effective April 26, 2018

3.8 SUMMER EXPLORATION, LEARNING, AND FUN (SELF)

Authorization is requested for staff members to participate in the following activities at the hourly rate of \$35.00

Coordinator

Hernan, Joseph

Authorization is requested for staff members to participate in the following activities at the regular hourly rate:

Assistant Coordinator

Heben, Michael

Family Liaison

Morgan, Billie

Secretarial

Kerns, Maria

Powell, Kerry

3.9 SALARY RECLASSIFICATIONS

Reclassification in accordance with SHTA ST contract, section 27.10, effective January 22, 2018

Meris, Anjali - from B.A., step d to M.A., step d (correction to the April 10, 2018 board agenda)

3.10 LEAVES OF ABSENCE

Carter, Jamisha - (Security/ High School) - effective March 30, 2018 - April 27, 2018 (medical)- extension to the April 10, 2018 board agenda

Davis, Katharine - (Intervention Specialist/Middle School) - effective May 16, 2018 - June 6, 2018 (caregiver)

McBurney, Christine - (Theater Teacher/High School) - effective for the 2018-2019 school year (general)

Singleton, Tyler - (Custodian/ Lomond) - effective February 28, 2018 - May 4, 2018 (medical) - extension to the March 13, 2018 board agenda

3.11 RESIGNATIONS

Dixon, Kevin - (Intervention Specialist Teacher/Woodbury) - effective at the end of the 2017-2018 school year - 1 year of service (resignation)

Gayle, Joan - (Custodian/High School)- effective July 1, 2018 - 30 years of service (retirement)

Harrison, Michel - (Intervention Specialist/Middle School) - effective at the end of the 2017-2018 - 20 years of service (resignation)

Kelner, Therese - (Intervention Specialist/Woodbury) - effective at the end of the 2017-2018 school year - 21 years of service (resignation)

Spencer, Andrew - (Latin & Greek Teacher/High School/Woodbury) - effective at the end of the 2017-2018 school year - 3 years of service (resignation)

Tonti, Brittany - (Math Teacher/Middle School) - effective at the end of the 2017-2018 school year - 2 years of service (resignation)

Ugrinic, Anthony - (Custodian w/License/District) - effective May 24, 2018 - 21 years of service (resignation)

Zhang, Hong - (Mandarin Chinese Teacher/District) - effective at the end of the 2017-2018 school year - 1 year of service (resignation)

4. ADDENDUM – PERSONNEL (no items)

Motion by Heather Weingart, second by Lisa Cremer.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

18-05-68

5. ACTION ITEMS AND REPORTS - BUSINESS

5.1 CAPITAL PROJECTS UPDATE

At this time Dr. Stephen Wilkins, Assistant Superintendent of Business and Operations gave an update on capital projects as presented in the attachments. Dr. Wilkins was joined by Dennis Paben from Legat Architects.

5.2 RESOLUTION ACCEPTING THE LOWEST RESPONSIBLE AND RESPONSIVE BID FOR BOULEVARD ELEMENTARY SCHOOL FACILITY IMPROVEMENTS

This project was deferred and will be re-bid at a later date.

5.3 RESOLUTION ACCEPTING THE LOWEST RESPONSIBLE AND RESPONSIVE BID FOR MERCER ELEMENTARY SCHOOL INTERIOR RENOVATIONS OF CLASSROOM SPACE

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 attached resolution authorizing the lowest responsible and responsive bid for the Mercer Elementary School interior renovations of classroom space. Note: This bid is being recommended contingent upon satisfactory explanation of variance from architect's bid estimate.

Motion by Ayesha Bell Hardaway, second William Clawson II.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

18-05-69

5.4 RESOLUTION ACCEPTING THE LOWEST RESPONSIBLE AND RESPONSIVE BID FOR MERCER ELEMENTARY SCHOOL EXTERIOR WATERLINE REPLACEMENT

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 attached resolution authorizing the lowest responsible and responsive bid for Mercer Elementary School exterior waterline replacement.

Motion by William Clawson II, second by Lisa Cremer.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

18-05-70

5.5 RESOLUTION ACCEPTING THE LOWEST RESPONSIBLE AND RESPONSIVE BID FOR MIDDLE SCHOOL EXTERIOR PAINTING AND SOFFIT REPAIRS

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 attached resolution authorizing the lowest responsible and responsive bid for Shaker Heights Middle School Exterior painting and soffit repairs.

Motion by Heather Weingart, second by Lisa Cremer.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

18-05-71

5.6 RESOLUTION ACCEPTING THE LOWEST RESPONSIBLE AND RESPONSIVE BID FOR BOULEVARD ELEMENTARY SCHOOL AND SHAKER HEIGHTS HIGH SCHOOL SLATE ROOF REPAIRS

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 attached resolution authorizing the lowest responsible and responsive bid for Boulevard Elementary School and Shaker Heights High School slate roof repairs.

Motion by Lisa Cremer, second by William Clawson II.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

18-05-72

5.7 RESOLUTION ACCEPTING THE LOWEST RESPONSIBLE AND RESPONSIVE BID FOR SHAKER HEIGHTS HIGH SCHOOL AND BOULEVARD ELEMENTARY SCHOOL SECURITY UPGRADES

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 attached resolution authorizing the lowest responsible and responsive bid for Shaker Heights High School and Boulevard Elementary School Security Upgrades.

Motion by Ayesha Bell Hardaway, second by William Clawson II.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

18-05-73

5.8 RESOLUTION ACCEPTING A STATE CONTRACT FOR DISTRICT-WIDE BUILDING AUTOMATION SYSTEMS (BAS) CONTROLS

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 attached resolution authorizing a state contract for District-wide Building Automation Systems (BAS) Controls.

Motion by Heather Weingart, second by William Clawson II.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

18-05-74

6. ADDENDUM - BUSINESS (no items)

7. ACTION ITEMS - BOARD OF EDUCATION

7.1 APPOINTMENT OF INTERIM SUPERINTENDENT

Upon receiving a motion and a second, the Board of Education voted to approve the resolution below appointing Dr. Stephen M. Wilkins as the interim superintendent of the Shaker Heights City School District for the term July 1, 2018 through June 30, 2019.

The announcement of the appointment and a brief bio for Dr. Wilkins is as follows:

The Shaker Heights Board of Education announces the selection of Dr. Stephen M. Wilkins as Interim Superintendent for the term July 1, 2018 through June 30, 2019. Dr. Wilkins brings management experience that includes strengths in human resources, strategic planning, logistics, project management and security services. He currently serves as the Assistant Superintendent of Business Operations and Human Resources and will return to that role when his service as Interim Superintendent concludes.

In the last four years, Dr. Wilkins oversaw the creation of both a District-wide facilities plan and a security plan that has been used as a model throughout Ohio. In addition, Dr. Wilkins managed construction plans for the expenditure of the District's \$30 million bond issuance, streamlined transportation and custodial services to achieve operational efficiencies, and updated human resource systems.

A retired Colonel in the United States Army, Dr. Wilkins graduated from West Point and served in active duty for more than 20 years. His service included three years as an Assistant Professor at West Point, along with stints at the Pentagon and the White House. He earned a White House Presidential Service Badge in addition to numerous medals and awards for his military service. A passion for students and education led him to work for the Chicago Public Schools, the Alexandria City Public Schools (VA), and the Dekalb County Schools (GA), before coming to Shaker Heights. Dr. Wilkins also holds a Masters of Public Administration from Harvard University and is fluent in Spanish. More recently, Dr. Wilkins earned his doctorate by researching how to measure progress among English language learners.

Dr. Wilkins is charged by the Board of Education to continue to pursue the goals of Excellence, Equity, and Exploration as detailed in the District's Strategic Plan. The Board values Dr. Wilkins' judgment as well as the continuity that he brings to the position. His current administrative duties will be divided among internal and external administrators. The Board will begin the search process for the permanent Superintendent in late summer.

At this time, Treasurer Christman clarified that the employment contract documents have not been finalized and thus the resolution is hereby modified as follows to appoint Dr. Wilkins as the interim superintendent and to authorize the Board President and Treasurer to finalize the employment contract with terms not

substantially different from that of the attached draft documents, to be submitted for Board approval at a future meeting.

NOW THEREFORE, BE IT RESOLVED that the Shaker Heights Board of Education hereby appoints Dr. Stephen M. Wilkins as the interim superintendent of the Shaker Heights City School District effective for the period beginning July 1, 2018 through June 30, 2019, or as such other date as the permanent superintendent appointment is effective; and

BE IT FURTHER RESOLVED that the Board hereby authorizes and directs the Board President (or designee) and Treasurer to negotiate, enter into and execute an employment contract with the interim superintendent; and

BE IT FURTHER RESOLVED that the Board President (or designee) and Treasurer are hereby authorized to take all such other steps as are necessary to effectuate the purposes and intent of this resolution; and

BE IT FURTHER RESOLVED that this Resolution shall take effect and be in force from and after the earliest period allowed by law. All formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code, unless a lawful exception applies.

Motion by Lisa Cremer, second by Ayesha Bell Hardaway.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

18-05-75

7.2 ADOPTION AND/OR REVISION OF BOARD POLICIES -no action

WHEREAS, a Board Policy Review Committee was appointed to review the District's entire set of Board Policies and present suggested revisions as appropriate to the entire Board; and

WHEREAS, the Board Policy Review Committee has conducted a complete review of all existing Board policies working with the Ohio School Boards Association to revise and compile a new all-inclusive set of Board policies which were adopted on December 7, 2015; and

WHEREAS, the Board Policy Review Committee was also charged with reviewing and editing newly-required or recently-revised proposed policies, and has a set of such proposed policies to be submitted for the approval of the Board;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education that the Board Policy Review Committee's recommended proposed policies be hereby approved.

FIRST OF THREE READINGS

(Note: In accordance with Board Policy, no action is required at this time for this the first of three required readings of these policies.)

AC - Nondiscrimination
ACA/ACAA – Nondiscrimination on the
Basis of Sex/Sexual Harassment

JECAA – Admission of Homeless Students
JECAA-E -Homeless Students

EBC – Emergency Management and Safety Plans

EEACD-R – Drug Testing for District Personnel Required to Hold a Commercial Driver’s License

GCN-2-R – Evaluation of Certified Staff (Administrators both Certified and Classified)

JED – Student Absences and Excuses

JFCF – R –Hazing and Bullying (Harassment, Intimidation and Dating Violence)

7.3 ADOPTION AND/OR REVISION OF BOARD POLICIES-no action

WHEREAS, a Board Policy Review Committee was appointed to review the District's entire set of Board Policies and present suggested revisions as appropriate to the entire Board; and

WHEREAS, the Board Policy Review Committee has conducted a complete review of all existing Board policies working with the Ohio School Boards Association to revise and compile a new all-inclusive set of Board policies which were adopted on December 7, 2015; and

WHEREAS, the Board Policy Review Committee was also charged with reviewing and editing newly-required or recently-revised proposed policies, and has a set of such proposed policies to be submitted for the approval of the Board;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education that the Board Policy Review Committee's recommended proposed policies be hereby approved.

SECOND OF THREE READINGS

(Note: In accordance with Board Policy, no action is required at this time for this the second of three required readings of these policies. The first reading was March 13, 2018.

IGBB - Programs for Students Who Are Gifted

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 and Interim Investments for the month and year-to-date ended April 30, 2018 (attached Exhibit T-1 in Subject Section 8.2) and the Transfers and Advances Between Funds listed 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 April 30, 2018 (Exhibit T-1) be accepted and placed on file for audit, and that in accordance with Section 135.14 of the Ohio Revised Code, the interim investments also included with the monthly financial statements (Exhibit T-1) be ratified.

From 8:52 p.m. until 9:03 p.m., Mr. Christman reported on the following financial items:

APRIL 2018 FINANCIAL OVERVIEW

The revenue activity for the month and for the fiscal year-to-date April 2018 has been similar to the same reporting period for the prior year with the following exceptions:

- Advance and Settlement tax amounts received this year vs. last for the period January through March totaled \$4.9 million more, attributable to the acceleration of property tax payments at the end of December due to the Federal Tax Reform legislation. This is simply a shift from the second half of calendar 2018 collections to the first half and thus is a timing difference that crosses fiscal year end. Excluding this advance difference, there is a remaining unfavorable difference of \$470,765, \$126,000 of which is attributable to the favorable timing difference in the early 2nd half advance received last May, which leaves a \$345,176 2nd half 2017 settlement permanent unfavorable variance;
- State Foundation core funding in Fiscal 2018 is expected to be the same as in Fiscal 2017 due to the District's transition to being on the "guarantee" since having reached the previous "gain cap" limit now no longer in effect due to declining enrollment. However, we now anticipate a \$50,000 increase in preschool special education funding and special education transportation funding for the year since those funding calculations are outside the "guarantee" calculation. This amount combined with a projected \$100,000 reduction in Charter school deductions for the year (recorded on our books as a reduction of the District's State Foundation revenue), results in the projected through fiscal yearend favorable \$150,000 variance.
- Included in Other Local Revenue YTD is the receipt of \$1.7 million of capital expenses (primarily the Middle School flat roof and cafeteria ceiling projects) paid for by the General Fund prior to the issuance of the bonds, reimbursed from the bond issuance proceeds received in late December. Additionally, \$297,000 of SF-14 payments for the first semester was received in March & April this year, but not until after the end of last fiscal yearend in July 2017. Offsetting the increases was the \$110,000 reduction of SF-6 payments received in March for this year vs last.
- Total Revenues are \$6.9 million or 7.8% more than prior year; and
- \$7.2 million or 8.1% above budget for YTD due to larger tax advance and capital expense reimbursement; but only
- \$1.7 million or 1.75% above budget as projected through the end of the fiscal year.
- As previously reported, we concluded the bond issuance process in April. As you know, we received \$9.9 million from the issuance of the bond anticipation notes on December 28th which were recorded in the Capital Projects Fund 004. On March 20th, we priced the Series 2018A, \$20.1 million of bonds at an "all-in true interest cost" of 3.08% and on April 4th, we priced the Series 2018B, \$8.395 million of bonds, proceeds of which will be used to refund the bond anticipation Financial & Miscellaneous Briefs May 6, 2018 Page 2 of 7 notes issued in December, at an "all-in true interest cost" of 3.44%, for a blended "all-in true interest cost" of 3.23%. Closing for Series A was concluded on April 11th and for Series B on April 25th. Accordingly, the District now has all \$30 million from the bond issuances available to carry out the District's facilities plan. From a financial perspective, we will now shift our focus to monitoring and recording the capital expenditures so as to minimize the

- District's exposure to the I.R.S. arbitrage rebate requirements for one or both bond issuance tranches.
- Not reflected in the General Fund financial statements are the \$585,679 Permanent Improvement taxes collected YTD for the period January through April.

The expenditure activity for the month and for the fiscal year-to-date April 2018 was \$5.1 million or 6.8% more than the prior year amount, partially due to approximately \$2.0 million of payments related to the Middle School roof and cafeteria ceiling project along with expected increases in costs as well as timing differences in payment of expenditures. Expenditures were \$2.3 million or 2.9% more than budget fiscal year-to-date, but \$2,000 below budget as projected through fiscal yearend (\$2.098 million unfavorable variance for cash expenditures offset by the projected favorable \$2.1 million reduction in encumbrances). In summary the District's overall finances are on target with expectations at this time.

Bond Issuance Process:

As previously reported, we concluded the bond issuance process in April. As you know, we received \$9.9 million from the issuance of the bond anticipation notes on December 28th which were recorded in the Capital Projects Fund 004. On March 20th, we priced the Series 2018A, \$20.1 million of bonds at an "all-in true interest cost" of 3.08% and on April 4th, we priced the Series 2018B, \$8.395 million of bonds, proceeds of which will be used to refund the bond anticipation notes issued in December, at an "all-in true interest cost" of 3.44%, for a blended "all-in true interest cost" of 3.23%. Closing for Series A was concluded on April 11th and for Series B on April 25th. Accordingly, the District now has all \$30 million from the bond issuances available to carry out the District's facilities plan. From a financial perspective, we will now shift our focus to monitoring and recording the capital expenditures so as to minimize the District's exposure to the I.R.S. arbitrage rebate requirements for one or both bond issuance tranches.

Enterprise Resource Planning System Status Update:

The Shaker administrative team visited the Brunswick City School District, which has been using SunGard since the summer of 2017, on April 26th. We are still in the process of scheduling a visit to Beachwood Schools hopefully later in May, which has been using SunGard since January 1st of this year. The Finance & Audit Committee further discussed the attributes of SunGard and reviewed the attached SunGard Info document including my chart summarizing pros and cons of the Tyler vs SunGard decision. The Committee reached consensus that it made sense to move forward with the SunGard project. On April 27th I met with the Executive Director of Connect which if selected, would serve as coordinator with the TCSSA ITC; on May 1st, I spoke with the Executive Director of LGCA, and on May 3rd, I met with the Executive Director of NeoNet. All three are preparing price quotes for implementation and ongoing maintenance of the SunGard system.

Mr. Christman also reported on the following legislative items:

- **ECOT:** The now closed on-line charter school is in the news again for offering non-disclosure agreements to employees. Additionally ECOT is currently in Appeals Court arguing that the charter school is due an appeal on the State's determination that it over-reported enrollment figures over that last several school years.
- **Bureau of Workers' Compensation (BWC):** Governor Kasich has floated the idea of another BWC rebate program dubbed the "\$1.5 Billion Back

Program” which would if approved by the BWC, include as much as \$48 million being refunded to Ohio public school districts later this year.

- **Fiscal 2018-19 State Budget Status:** State General Revenue Fund revenues YTD through March 2018 ended with a \$38 million unfavorable variance while expenditures ended with a \$431 million favorable variance, for a net favorable variance of \$393 million.

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

- administrative meetings covering various matters including update and renewal process for insurance, legal, contract reviews and executions, policy review, employee benefits, collective bargaining, payroll processing, public records requests, and Capital Project bidding matters;
- various other meetings including bond issuance – pricing, preclosing & arbitrage rebate planning, staffing levels, SunGard/eFinancePlus and ITCs, real estate valuation counter filings, and the Finance & Audit Committee meeting;
- attended Shaker Heights Public Library financial planning meeting;
- attended OASBO Annual Workshop;
- attended Policy Review Committee meeting;
- met with Treasurer’s Liaison Board Member;
- filed annual report with Ohio Ethics Commission;
- coordinated SHTA contract signing; and
- coordinated and participated in CBA negotiations.

8.3 TRANSFERS AND ADVANCES BETWEEN FUNDS

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

TRANSFERS 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	7200	910	000	\$90,000

<u>TO:</u> <u>FUND</u>	<u>SPCC</u>	<u>RECEIPT</u>	<u>OPU</u>	<u>AMOUNT</u>
300	Var.	5100	Var.	\$90,000

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

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

<u>TO:</u> <u>FUND</u>	<u>SPCC</u>	<u>RECEIPT</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>RECEIPT</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 William Clawson II, second by Lisa Cremer.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

18-05-76

8.4 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 reached consensus on the forecast on April 26, 2018), 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-2) and directing the Treasurer to file a copy of such forecast with the Ohio Department of Education.

Prior to the vote, Mr. Christman reviewed the attached five-year forecast with the Board and audience.

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 shared the following forecast basic background information with the Board:

- Required two times per year, last one approved in October 2017. 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 2017 revenue and expenses;
- And the projected fiscal 2018 revenue and expenses based upon final fiscal 2017 data;
- 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.

Mr. Christman also reviewed and discussed information included in the forecast including the following:

- pie charts and line graphs imbedded in the report representing historical and projected information about the various revenue and expense items;
- key assumptions about major revenues, major expenses, enrollment, assessed valuation, targeted budget savings; and
- projected timing of the next operating levy.

Specific assumption information used in developing the forecast is included in the attached five-year forecast financial report and presentation. Key assumptions incorporated into the forecast include:

- No decline in property tax assessed valuation during the forecast period;
- Property tax collection rates remain consistent with recent years;
- State Foundation funding continues to be on the "guarantee" basis in F2018 & F2019 and beyond;
- Continuation of declining "guarantee" with regards to the projected declining enrollment resulting in a 5% reduction in State Foundation funding for Fiscal 20/21 and again in Fiscal 22/23;
- Salary & wage growth in accordance with the collective bargaining agreements and projected rates beyond;
- Moderate projected increases in health insurance in Fiscal 2018 and Fiscal 2019 due to savings to be achieved with the switch to Medical Mutual of Ohio effective January 1, 2018;
- Reduced expenditures for capital outlay due to availability of the \$30 million bond issue and the 1.25 mill permanent improvement levy proceeds;
- This forecast reflects the financial impact of Option #3 of the District's proposed Reduction in Force to address the historical and projected declining enrollment. Option #3 incorporates a reduction of 6 positions effective in Fiscal 2019 and an additional reduction of 19 positions effective in Fiscal 2020;
- Projected operating levy of 6.9 mills in 2020 for collection beginning in calendar 2021.

The presentation and review, including questions, answers and discussion with the Board lasted from about 9:03 p.m. until 9:14 p.m. at which time the vote was taken.

Motion by Heather Weingart, second by Ayesha Bell Hardaway.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

9. SUPERINTENDENT'S REPORT

9.1 SUPERINTENDENT'S REPORT

At this time, the Superintendent provided a report on various district matters including a status update on the Shaker Heights Schools' Strategic Plan as follows:

We had 120 applicants for the position of principal at Shaker Heights Middle School. Out of that substantial pool we have narrowed it down to two finalists: Ms. Miata E. Hunter, assistant principal at Shaker Heights Middle School, and Mr. Ricardo A. Torres, principal at Luis Munoz Marin Dual Language Academy, a PreK-8 dual language school of 600 students within the Cleveland Metropolitan School District. Ms. Hunter answered questions from the community on April 30, 2018. Mr. Torres answered questions from the community May 1, 2018. Prior to those respective sessions, the candidates met with principals, administrators and PTO representatives, and were given a tour of the community. Videos of the two question-and-answer sessions have been on our website since May 2, and we have invited the community to view them and give feedback. We have received comments and observations from many residents, and I am in the process of reviewing each and every response. We expect to make a final decision about the two candidates very soon.

At the request of Superintendent Hutchings, Chief of Staff Dr. Marla Robinson provided a brief update on the new strategic plan process

The Superintendent's update lasted from 9:14 p.m. until 9:20 p.m.

10. BOARD MEMBERS' REPORTS AND HIGHLIGHTS

10.1 BOARD MEMBERS REPORTS AND HIGHLIGHTS

Due to the lateness of the hour, Board members' reports will be provided at another time.

11. ADJOURNMENT

11.1 NEXT MEETING

The next regular meeting of the Shaker Heights City School District Board of Education will take place on Tuesday, June 12, 2018 at 6:00 p.m. in the Shaker Heights High School small auditorium.

11.2 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 Heather Weingart, second by Ayesha Bell Hardaway.

Final Resolution: Motion Carries

Yes: Lisa Cremer, Ayesha Bell Hardaway, Heather Weingart, William Clawson II

The regular meeting of the Shaker Heights Board of Education adjourned at 9:21 p.m.

William L. Clawson II, Vice-President

Bryan C. Christman, Treasurer