

**MINUTES OF THE CLEVELAND HEIGHTS-UNIVERSITY HEIGHTS
BOARD OF EDUCATION**

Organizational and Regular Meetings of January 5, 2016

The Board of Education of the Cleveland Heights-University Heights City School District, Cuyahoga County, held its Organizational meeting in the public meeting room of the Board building at 2155 Miramar Boulevard, University Heights, Ohio, on January 5, 2016, at 7:00 p.m.

Mr. Ron Register, Board Member, called the Organizational meeting to order at 7:00 p.m.

Present at Roll Call: Mr. James Posch
Mr. Ron Register
Mr. Eric Silverman
Ms. Beverly Wright
Mr. Kal Zucker

Also Present: Dr. Talisa L. Dixon, Superintendent
Mr. Scott Gainer, Chief Financial Officer
Members of the Central Office Staff
Patrons of the School District
Representatives of the News Media

OATH OF OFFICE

Scott Gainer, Chief Financial Officer, administered the oath of office to two new Board members, James Posch and Beverly Wright.

ELECTION OF BOARD PRESIDENT

Mr. Ron Register, Board Member, accepted nominations for Board President for 2016.

Ms. Beverly Wright, Board Member, nominated Kal Zucker, Board Member, for President of the Cleveland Heights-University Heights Board of Education for 2016.

Mr. Register requested other nominations for President. Hearing no further nominations, the nominations for President were closed.

No. 16-01-001 It was moved that Kal Zucker be President of the Board of Education for the year 2016.

Vote on the motion was as follows:

Ayes: Mr. Posch, Mr. Register, Mr. Silverman,
Ms. Wright, Mr. Zucker

Nays: None

ELECTION OF BOARD VICE PRESIDENT

Mr. Zucker, Board President, accepted nominations for Board Vice President for 2016.

Mr. Eric Silverman, Board Member, nominated Ron Register for Vice President of the Cleveland Heights-University Heights Board of Education for 2016.

Mr. Zucker requested other nominations for Vice President. Hearing no further nominations, the nominations for Vice President were closed.

No. 16-01-002

It was moved that Ron Register be Vice President of the Board of Education for the year 2016.

Vote on the motion was as follows:

Ayes: Mr. Register, Mr. Silverman, Ms. Wright,
Mr. Zucker, Mr. Posch

Nays: None

APPOINTMENT OF TREASURER PRO TEM

Kal Zucker, Board President, appointed James Posch, Board Member, as Treasurer Pro Tempore, in the absence of Mr. Scott Gainer, Chief Financial Officer.

DATES OF REGULAR BOARD MEETINGS

It was recommended that the first Tuesday in each month, 7:00 p.m., be designated as the regular meeting of the Board of Education, with the exception of December, which will be held the second Tuesday of the month. Dates and times are subject to change as mutually agreed. The meetings will be held in the board meeting room at 2155 Miramar Boulevard, University Heights, Ohio.

BOARD MEMBERS' REMUNERATION

BE IT RESOLVED, by the Cleveland Heights-University Heights City School District Board of Education that members of the Cleveland Heights-University Heights Board of Education shall be compensated at the maximum rate permitted by law and attendance as set by Ohio Revised Code Section 3313.12, including attendance at Board-approved training programs.

INVESTMENT OF FUNDS/ALLOCATION OF INTEREST

It was recommended that the Board direct the Chief Financial Officer to invest all funds he deems available in the most productive instruments authorized by Board policy and by the Ohio Revised Code and to allocate interest to funds 001, 004, 006 and 401.

APPROVAL OF SCHOOL CASHIERS

It was recommended that the following list of School Cashiers be approved:

Boulevard Elementary	Nancy Arpin
Canterbury Elementary	Brenda Gadowski
Fairfax Elementary	Laverne Jones
Gearity Elementary	Deltha Gray
Noble Elementary	Monique Worship
Oxford Elementary	Deidre Murray
Roxboro Elementary	Linda Steffancin
Monticello Middle School	Charlene Lightfoot
Roxboro Middle School	Deborah McCollum
Cleveland Heights High School	Debora Holland

PETTY CASH/CHANGE FUND

It was recommended that the Board hereby authorize the continuance of the Petty Cash and Change Fund moneys to be used for the payment of inexpensive, miscellaneous and emergency expenditures according to Section 3313.31, Ohio Revised Code, as follows:

Petty Cash:

001 - General Fund	
Finance Office	
Sondra Clarke, Petty Cashier	\$500.00
001 - General Fund	
High School	
Debora Holland, Petty Cashier	\$200.00

013 - Early Childhood Program
Beth Holbein, Petty Cashier \$800.00

TOTAL PETTY CASH \$1,500.00

Change Fund:

006 - Lunchroom Fund
Lunchrooms at the High School, Middle Schools, and Elementary Schools. Change fund liquidated by June 30th every year and reactivated September each year.

Stephanie Steffas, Cashier	
High School	\$669.00
Monticello Middle School	\$175.00
Roxboro Middle School	\$175.00
Boulevard Elementary	\$ 25.00
Canterbury Elementary	\$ 25.00
Fairfax Elementary	\$ 25.00
Gearity Elementary	\$ 25.00
Noble Elementary	\$ 25.00
Oxford Elementary	\$ 25.00
Roxboro Elementary	<u>\$ 25.00</u>

Total Lunchroom Fund \$1,194.00

300 - Athletics and Miscellaneous Funds

High School change fund liquidated by June 30th every year and reactivated September each year.

Dwight Hollins, Cashier	\$1331.00
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**Total Athletics and
Miscellaneous Funds \$1331.00**

TOTAL CHANGE FUND \$4,025.00

AUTHORIZATION FOR THE CHIEF FINANCIAL OFFICER OF THE BOARD, TO HAVE SIGNED BY AN ATTORNEY, COMPLAINTS AS TO THE ASSESSMENT OF REAL PROPERTY IN THE DISTRICT

WHEREAS, it is necessary to the efficient operation of the Cleveland Heights-University Heights City School District (“District”) that the Board of Education of the District (“Board”) file complaints as to the assessment of real property located in the District when it appears that the fair market value of real property located in the District is greater than that indicated by its current taxable value;

NOW, THEREFORE, BE IT RESOLVED by the Board that the Chief Financial Officer of the Board, is specifically authorized by the Board, to have signed by an attorney on behalf of the Board all pleadings, complaints, or other papers pertinent to any proceedings involving the valuation of real property located in the District.

FIDELITY BONDS

It was recommended that the Board approve the purchase of faithful performance bonds for the Chief Financial Officer in the amount of \$20,000, for the Business Manager in the amount of \$50,000, for the Superintendent in the amount of \$20,000, and instruct the Chief Financial Officer to file copies with the County Auditor and President of the Board.

OSBA MEMBERSHIPS

It was recommended that the Board approve the District's annual membership in Ohio School Boards Association and in Ohio School Boards Association Legal Assistance Fund for the calendar year 2016. The Legal Assistance Fund (LAF) is a trust fund established to benefit Ohio school districts.

ETPI MEMBERSHIP

It was recommended that the Board approve membership in the Education Tax Policy Institute (ETPI) for calendar year 2016. ETPI provides research, analysis and expertise on school funding, education policy, tax policy issues and other factors that affect schools.

MAXIMUM BLANKET PURCHASE ORDER AMOUNT

It was recommended that the Board of Education approve the maximum amount for which blanket purchase orders will be used by the District to comply with ORC Section 5705.41(D) as \$3 million.

PUBLIC RECORDS TRAINING DESIGNEE

Ohio Revised Code Sections 109.43(B) and 149.43(E)(1) require that officials elected to statewide or local office receive three hours of Public Records training for each term of office. It was recommended that the Board approve the designation of the Treasurer as "Designee" for purposes of H.B. 9 Public Records Training for calendar year 2016.

No. 16-01-003

It was moved by Mr. Silverman, seconded by Mr. Register, that the above Organizational Meeting items be approved.

Ayes: Ms. Wright, Mr. Zucker, Mr. Posch,
Mr. Register, Mr. Silverman

Nays: None

**MINUTES OF THE CLEVELAND HEIGHTS-UNIVERSITY HEIGHTS
BOARD OF EDUCATION**

Regular Meeting of January 5, 2016

The Board of Education of the Cleveland Heights-University Heights City School District, Cuyahoga County, held its Regular meeting in the public meeting room of the Board building at 2155 Miramar Boulevard, University Heights, Ohio, on January 5, 2016, immediately following the Organizational Meeting.

Present at Roll Call: Mr. Kal Zucker, President
Mr. Ron Register, Vice President
Mr. James Posch, Board Member
Mr. Eric Silverman, Board Member
Ms. Beverly Wright, Board Member

Also Present: Dr. Talisa L. Dixon, Superintendent
Mr. Scott Gainer, Chief Financial Officer
Members of the Central Office Staff
Patrons of the School District
Representatives of the News Media

APPROVAL OF MINUTES

It was recommended that the Board of Education approve the following minutes:

- Regular Meeting of December 15, 2015

No. 16-01-004 It was moved by Mr. Silverman, seconded by Mr. Register, that the above Minutes be approved.

Vote on the motion was as follows:

Ayes: Mr. Zucker, Mr. Register, Mr. Silverman,
Ms. Wright

Abstain: Mr. Posch

Nays: None

AWARDS/RECOGNITIONS

CTE Program of the Month – Auto Tech

Dr. Talisa Dixon, Superintendent, recognized the Automotive Technology program. Program Instructor Jeff Porter and student **Dylan Kuntz** shared some of the program’s features. Mr. Porter said the new facility at Delisle Options Center is high tech and state of the art. Students in the program are using state-of-the-art tools, equipment and cutting-edge technology as professional mechanics to identify mechanical or electrical problems, maintain, and repair all automotive systems. During the 2014-2015 school year, the program and the facility received accreditation from the National Institute for Automotive Service Excellence (ASE). This means that students are eligible to earn the G1 High School Auto Technology certification. Heights students who earn the certification often go on to enroll in auto technology programs at the college level, and can potentially earn \$50-70,000 a year when entering the workforce thereafter. **Dylan** expressed how beneficial the program is and said that he is already working part time in the industry.

SUPERINTENDENT’S REPORT

Second Reading of the Heights High School New Course Proposals and Course Modifications for the 2016-2017 School Year

The Board acknowledged the second of three required readings of the Heights High School new course proposals and course modifications for the 2016-2017 school year (see official minutes). Bob Swaggard, Coordinator of Educational Services, reiterated information on the new course proposals.

Superintendent Talisa Dixon reminded the audience that she will deliver the State of the Schools address on Tuesday, January 26, 2016.

PERSONNEL

Approval of Retirement

It was recommended that the resignation of the following named personnel be accepted, effective on the date indicated:

<u>Name</u>	<u>Position</u>	<u>Date</u>
<u>Certificated/Licensed Staff</u>		
Dell’Aquila, Judy	Coordinator of Special Education	6/30/2016*
<i>*correction to the December 15, 2015 agenda</i>		

Approval of Appointments

It was recommended that the Board of Education offer employment pursuant to ORC Section 3319.02 to the following individuals, for the positions listed, for the period of time identified, and at the rate of pay specified. It was recommended that the following appointments to the staff of the Cleveland Heights-University Heights City Schools be approved, pending successful completion of the pre-employment procedures including criminal history checks, effective on the dates indicated, with limited contracts and with the understanding that such personnel are subject to all the rules and regulations of the Board of Education and to all of the provisions of law pertaining to their employment.

If the pre-employment procedures are not successfully completed, it was understood that, pursuant to Board policy, the Board of Education may immediately release the employee from employment and rescind a conditional offer of employment.

Key: N=New R=Replacement T=Transfer

<u>Name</u>	<u>Position</u>	<u>Salary</u>
<u>Supplemental Assignments-Coaches 2015-2016</u>		
Hansen, Kim	Girls Basketball HC Rox Middle-Grade 8	\$5,085
Jackson, Arion	Girls Basketball HC Monticello-Grade 7	\$5,085
Siegel, Christina	Volleyball HC Rox Middle-Grade 8	\$2,712
Smith, Mitchell	Boys Basketball HC Rox Middle-Grade 8	\$2,179.50
Thomas, Chase	Boys Basketball HC Rox Middle-Grade 7	\$5,085
Williams, Ryan	Girls Basketball HC Rox Middle-Grade 7	\$5,085

Approval of Change of Status

It was recommended that the following change be made in the contract status of the following personnel:

<u>Name:</u>	<u>From:</u>	<u>To:</u>
<u>Classified Staff</u>		
Kaserman, Gary	Probation	Head Custodian-High School
Effective: 12/23/2015	\$25.94/Hour (Step 4)	\$26.74/Hour (Year 20)
Assignment: 260 Days/Year		Heights High School
Probation Ended: 12/22/2015		

Approval of Leave of Absence

<u>Name:</u>	<u>To:</u>
Mapson-Nickerson, Trina	Disability Retirement
Effective: 11/1/2015	

No. 16-01-005 It was moved by Mr. Silverman, seconded by Mr. Register, that the above Personnel items be approved.

Vote on the motion was as follows:

Ayes: Mr. Posch, Mr. Register, Mr. Silverman,
Ms. Wright, Mr. Zucker

Nays: None

BUSINESS SERVICES

Recommendation to Award a Contract to Turner/Coniglio Companies as the Construction Manager at Risk for the Reconstruction of Monticello and Roxboro Middle Schools

It was recommended that the Board of Education award a contract to Turner/Coniglio Companies as the construction manager at risk for the reconstruction of Monticello and Roxboro Middle Schools (see official minutes).

No. 16-01-006

It was moved by Mr. Silverman, seconded by Mr. Register, that the above Business item be approved.

Vote on the motion was as follows:

Ayes: Mr. Register, Mr. Silverman, Ms. Wright,
Mr. Zucker, Mr. Posch

Nays: None

Recommendation to Approve the Lease Agreement with the City of Cleveland Heights to use Baseball Fields No. 4 and No. 7 at Forest Hill Park

It was recommended that the Board of Education approve the lease agreement with the City of Cleveland Heights to use baseball fields nos. 4 and 7 at Forest Hill Park (see official minutes).

No. 16-01-007

It was moved by Mr. Silverman, seconded by Mr. Register, that the above Business item be approved.

Vote on the motion was as follows:

Ayes: Mr. Silverman, Ms. Wright, Mr. Zucker,
Mr. Posch, Mr. Register

Nays: None

Recommendation to Approve the Lease Agreement with the De Lage Landen Public Finance LLC for New Copiers in all District Facilities

It was recommended that the Board of Education approve the lease agreement with the De Lage Landen Public Finance LLC for new copiers in all District facilities (see official minutes).

No. 16-01-008 It was moved by Mr. Silverman, seconded by Mr. Register, that the above Business item be approved.

Vote on the motion was as follows:

Ayes: Ms. Wright, Mr. Zucker, Mr. Posch,
Mr. Register, Mr. Silverman

Nays: None

Recommendation to Approve Quarterly Contracts (October 1, 2015 – December 31, 2015)

It was recommended that the Board of Education approve the quarterly contracts for the period of October 1, 2015 through December 31, 2015 (see official minutes).

No. 16-01-009 It was moved by Mr. Silverman, seconded by Mr. Register, that the above Quarterly Contracts be approved.

Vote on the motion was as follows:

Ayes: Mr. Zucker, Mr. Posch, Mr. Register,
Mr. Silverman, Ms. Wright

Nays: None

Recommendation to Accept Donations

It was recommended that the Board of Education accept the following donations:

- \$5,000.00 to Delisle Options Global Ambassadors Initiative by Anonymous
- \$148.90 to Noble Elementary School by Noble Elementary PTA
- \$2,000.00 to Roxboro Elementary School by Roxboro Elementary PTA
- \$350.00 to Roxboro Elementary School by Roxboro Enrichment Arts Program
- \$125.00 to Heights High Barbershoppers in Memory of James M. Yasinow by:

- Marty Blake of Boynton Beach, FL - \$25.00
- Deanna Katz of Cleveland - \$50.00
- Dr. Robert C. and Mary Asmundson Dunbar of Cleveland Heights - \$50.00
- \$300.00 to Heights High Science Olympiad Club by:
 - Brian Tufts of Mentor - \$200.00
 - Stewart Pharis of Cleveland Heights - \$100.00
- \$25,000.00 to Heights High Clock Tower Restoration Fund by the Edward F. Crawford Foundation
- \$125.00 to Fairfax Elementary Faith's Alive Program by Saints Constantine and Helen Philoptochos Society

No. 16-01-010 It was moved by Mr. Silverman, seconded by Ms. Wright, that the above Donations be approved.

Vote on the motion was as follows:

Ayes: Mr. Posch, Mr. Register, Mr. Silverman,
Ms. Wright, Mr. Zucker

Nays: None

FINANCE

Approval of Tax Budget for Fiscal Year Beginning July 1, 2016

It was recommended that the Board of Education approve the County Alternative Tax Budget for the period of fiscal year July 1, 2016 through June 30, 2017 (see official minutes).

Amendment to Permanent Appropriations

It was recommended that the Board of Education approve the Amendment to Permanent Appropriations for fiscal year 2015-2016 (see official minutes).

No. 16-01-011 It was moved by Mr. Silverman, seconded by Mr. Register, that the above Finance items be approved.

Vote on the motion was as follows:

Ayes: Mr. Register, Mr. Silverman, Ms. Wright,
Mr. Zucker, Mr. Posch

Nays: None

BOARD PRESIDENT'S REPORT

Board President Kal Zucker welcomed new Board members, Jim Posch and Beverly Wright. He mentioned that while the responsibility of a Board member can be challenging at times, it is also extremely rewarding. Mr. Zucker thanked all the Board members for their confidence in and vote for him as Board President. He explained his role as Board President, and he spoke about many of the initiatives in the District. He encouraged Board members to remain focused on the end goal, to make sure our students have every opportunity possible. Mr. Zucker committed to work with the Superintendent and with the CFO to make this a very successful year.

BOARD COMMITTEE REPORTS

Alumni Foundation

Board Member Eric Silverman announced that heightsgear.com will have a sale on January 30, 2016, from 9:30 to noon at Coventry.

Facilities Accountability Committee

Board Member Eric Silverman reported that the Committee met on Thursday, December 17, 2015. Two vacancies currently exist on the committee, and the application process will begin soon.

Board President Kal Zucker stated that Board Committee assignments will be discussed at the next Board Work Session on Tuesday, January 19th.

UPCOMING MEETINGS

Tuesday, January 19, 2016 – Special Board Meeting

MOTION TO ADJOURN

It was recommended that the meeting be adjourned.

No. 16-01-012 It was moved by Mr. Silverman, seconded by Mr. Register, that the meeting be adjourned.

Vote on the motion was as follows:

Ayes: Mr. Posch, Mr. Register, Mr. Silverman,
Ms. Wright, Mr. Zucker

Nays: None

The meeting was adjourned at 8:05 p.m.

Kal Zucker, President

Scott Gainer, Chief Financial Officer