

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

Organizational and Regular Meetings of January 8, 2013

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 8, 2013, at 7:00 p.m.

Ms. Karen Jones, President, called the Organizational meeting to order at 7:03 p.m.

Present at Roll Call: Mr. Eric Coble
Ms. Karen Jones
Ms. Nancy Pepler
Mr. Ron Register
Mr. Kal Zucker

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

ELECTION OF BOARD PRESIDENT

Ms. Karen Jones, Board Member, accepted nominations for Board President for 2013.

Mr. Coble nominated Ron Register, Board Member, for President of the Cleveland Heights-University Heights Board of Education for 2013.

Ms. Jones requested other nominations for President. Hearing no further nominations, the nominations for President were closed.

No. 13-01-001 It was moved that Ron Register be President of the Board of Education for the year 2013.

Vote on the motion was as follows:

Ayes: Mr. Coble, Ms. Jones, Ms. Pepler,
Mr. Register, Mr. Zucker

Nays: None

ELECTION OF BOARD VICE PRESIDENT

Mr. Ron Register accepted nominations for Board Vice President for 2013.

Kal Zucker, Board Member, nominated Nancy Pepler for Vice President of the Cleveland Heights-University Heights Board of Education for 2013.

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

No. 13-01-002 It was moved that Nancy Pepler be Vice President of the Board of Education for the year 2013.

Vote on the motion was as follows:

Ayes: Ms. Jones, Ms. Pepler, Mr. Register,
Mr. Zucker, Mr. Coble

Nays: None

APPOINTMENT OF TREASURER PRO TEM

Mr. Ron Register, Board Vice President, recommended Eric Coble, Board Member, serve as Treasurer Pro Tempore, in the absence of Mr. Scott Gainer, Chief Financial Officer.

No. 13-01-003 It was moved that Eric Coble serve as Treasurer Pro Tempore of the Board of Education for the year 2013.

Vote on the motion was as follows:

Ayes: Ms. Pepler, Mr. Register, Mr. Zucker,
Mr. Coble, Ms. Jones

Nays: None

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.

MOTOR VEHICLE AND GENERAL LIABILITY INSURANCE

It was recommended that the Board authorize the furnishing of general liability insurance under a group contract to be purchased in accordance with Section 3313.203 of the Ohio Revised Code. It was also recommended that the Board authorize the furnishing of motor vehicle insurance covering officers, employees and pupils of the School District against liability on account of damage or injury to persons or property, such insurance to be purchased in accordance with Section 3313.201 of the Ohio Revised Code. For 2013, general liability insurance will have a limit of \$1,000,000 per occurrence and \$7,000,000 total aggregate. Motor vehicle insurance will have a combined single limit of \$7,000,000.

INVESTMENT OF FUNDS

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.

APPROVAL OF SCHOOL CASHIERS

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

Boulevard Elementary	Craig Austin
Bellefaire	Nancy Arpin
Canterbury Elementary	Brenda Gadowski
Fairfax Elementary	Laverne Jones
Gearity Elementary	Deltha Gray
Noble Elementary	Marlo Herrmann
Oxford Elementary	Barbara Pletnewski
Roxboro Elementary	Linda Steffancin
Monticello Middle School	Charlene Lightfoot
Roxboro Middle School	Danielle Smith
Wiley 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, Bellefaire, and Monticello, Roxboro, and Wiley Middle Schools. Change fund liquidated by June 30th every year and reactivated September each year.

Tanera Winters, Petty Cashier
High School \$674.00
Bellefaire \$ 52.00
Monticello Middle School \$175.00
Roxboro Middle School \$175.00
Wiley Middle School \$175.00

Total Lunchroom Fund \$1,251.00

300 - Athletics and Miscellaneous Funds

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

Kristin Hughes, Petty Cashier \$630.00

Total Athletics and Miscellaneous Funds	\$630.00
TOTAL CHANGE FUND	\$1,881.00

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 \$100,000, for the Business Manager in the amount of \$50,000, for the Superintendent in the amount of \$100,000, and a blanket bond for all other employees with a limit of \$50,000 per individual, and instruct the Chief Financial Officer to file copies with the County Auditor and President of the Board.

No. 13-01-004 It was moved by Ms. Peppler, seconded by Mr. Coble, that the above Organizational Meeting items be approved.

Vote on the motion was as follows:

Ayes: Mr. Register, Mr. Zucker, Mr. Coble,
Ms. Jones, Ms. Peppler

Nays: None

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

Regular Meeting of January 8, 2013

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 8, 2013, immediately following the Organizational Meeting.

Present at Roll Call: Mr. Ron Register, President
Ms. Nancy Pepler, Vice President
Mr. Eric Coble, Vice President
Ms. Karen Jones, Board Member
Mr. Kal Zucker, Board Member

Also Present: Mr. Douglas Heuer, 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 – November 5, 2012

No. 13-01-005 It was moved by Mr. Zucker, seconded by Ms. Pepler, that the above Minutes be approved.

Vote on the motion was as follows:

Ayes: Mr. Coble, Ms. Jones, Ms. Pepler,
Mr. Register, Mr. Zucker

Nays: None

AWARDS/RECOGNITIONS

School Board Recognition Month

Board President Ron Register acknowledged that January is School Board Recognition Month. Superintendent Doug Heuer recognized the dedication and commitment of our five school board members and thanked them for their vision and voice to help shape a better tomorrow for our students and our community.

PUBLIC ADDRESS

Statements from the Audience

<u>Name</u>	<u>Topic</u>
Adele Cohen	Meeting Dates

SUPERINTENDENT’S REPORT

Approval of Field Trips

It was recommended that the Board of Education approve the following field trips:

- Gearity Elementary School’s Camp for All Kids Program Field Trip to Chicago, IL, scheduled for January 20-21, 2013
- Cleveland Heights High School Spring Tour for A Cappella Choir and Singers Field Trip to New York City, NY, scheduled for March 15-20, 2013
- Cleveland Heights High School Symphony Symphonic Winds Spring Tour Field Trip to Washington, D.C. and Baltimore, MD, scheduled for March 23-28, 2013

No. 13-01-006 It was moved by Mr. Coble, seconded by Mr. Zucker, that the above Field Trips be approved.

Vote on the motion was as follows:

Ayes: Ms. Jones, Ms. Pepler, Mr. Register, Mr. Zucker, Mr. Coble

Nays: None

Resolution to Recognize Former Long Time Cleveland Heights High School Track and Cross Country Coach Dick Mann

It was recommended that the Board of Education approve the resolution recognizing former Cleveland Heights High School track and cross-country coach Dick Mann, who passed away on December 31, 2012. Board President Ron Register read the resolution acknowledging over four decades of service Coach Mann contributed to the Cleveland Heights Athletic Department and expressing the District’s deepest condolences to family and friends.

No. 13-01-007 It was moved by Ms. Jones, seconded by Ms. Peppler, that the above Resolution be approved.

Vote on the motion was as follows:

Ayes: Ms. Peppler, Mr. Register, Mr. Zucker,
Mr. Coble, Ms. Jones

Nays: None

RttT Monthly Update – Joseph Micheller

Dr. Joseph Micheller, Director of Special Programs/Compliance, reported that of the \$400 million state award, the State of Ohio has a responsibility with half of those funds to provide resources for children to obtain higher level competencies. On Friday, January 4, 2013, the State announced a partnership between Ohio and Massachusetts to purchase and utilize a digital platform called an instructional improvement system that combines educational databases. Massachusetts is known as one of the top educational states in the country. This is the first step in using digital resources in a quality way.

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>		
Pugh, Jimmie	Middle School Teacher	7/1/2013

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>Classified Staff</u>		
Boone, Shomari Effective: 1/7/2013 90 Day Probation Ends:	Ed. Parapro-R Bellefaire; 195 Days 5/22/2013	\$13.51/hour Step 1
White, Marisa Effective: 1/7/213 90 Day Probation Ends:	General Office-R CHHS; 205 Days 5/22/213 (*21,044 p.r. eff 1/7/2013)	\$11,292/year* Step 1

Supplemental Assignments-Advisors 2012-13

<u>District</u>		
Radke, Lia	Master Teacher Committee	\$1,296
<u>Heights High</u>		
McDonald, Rebecca	Class Co-Advisor-Grade 12	1,134
<i>Note: replaces Elizabeth McDonald</i>		

Supplemental Assignments-Coaches 2012-13

<u>Heights High</u>		
Piechowski, Eric	Football Freshman Coach	1,620**
Wiggins, Richard	Football Assistant Coach	2,430**
<i>**Note: Additional amount due for assignment</i>		
<u>Wiley</u>		
Minnillo, Matthew	Basketball Boys Asst. Coach	2,268**
Sweeney, Clifton*	Basketball Boys Head Coach-Gr.8	3,240**
<i>**Note: Change in assignment approved 12/18/12</i>		
Wessell, Jason	Basketball Boys Head Coach-Gr.7	3,240

**Classified Staff not employed by CH-UH*

TAP Members – 2012-2013 - \$500

Legacy School

Fisher, Patrick
Kastor, Karen
Tayse, Jessica

Mosaic School

Bennekamper, Andrew
DeGennaro, Al
Goral, Judy

Night School Administrators

Maclin, Crystal	Co-Principal	\$1,553
Simeri, Jane	Co-Principal	\$1,553

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> Smith, Ryann Assignment: Gearity Professional Development School 90 Day Probation Ends: 1/15/2013	Probation	ECE Lead Instructor

Approval of Name Change

<u>From:</u>	<u>To:</u>
Faletic, Karin L.	Carrig, Karin L.
VanNostran, Debra M.	Elwell, Debra M.

Approval of Extended Time

It was recommended that the Board of Education approve to compensate the following personnel at the following rate up to the indicted number of days for extended time:

<u>Name:</u>	<u>Position/Activity</u>	<u>Days</u>	<u>Rate</u>
Simeri, Jane	Principal Transition	10	85% per diem

No. 13-01-008

It was moved by Ms. Pepler, seconded by Mr. Coble, that the above Personnel items be approved.

Vote on the motion was as follows:

Ayes: Mr. Register, Mr. Zucker, Mr. Coble,
Ms. Jones, Ms. Pepler

Nays: None

BUSINESS

Recommendation to Approve Bus Routes for the 2012-2013 School Year

It was recommended that the Board of Education approve school bus routes for the transportation of students for the 202-2013 school year (see official minutes).

Recommendation to Approve Payment in Lieu for 2012-2013 School Year

It was recommended that the Board of Education approve students eligible for school transportation based on Board transportation policy #3545 and to place these students on Type IV payment to parent, in lieu of transportation, due to the fact that transportation for these students has been deemed impractical (see official minutes).

Recommendation to Accept Donations

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

- \$150 to the Jason West Scholarship Fund from Dan Mavromatis

No. 13-01-009

It was moved by Mr. Coble, seconded by Ms. Pepler, that the above Administrative Services items be approved.

Vote on the motion was as follows:

Ayes: Mr. Zucker, Mr. Coble, Ms. Jones,
Ms. Pepler, Mr. Register

Nays: None

FINANCE

Approval of Tax Budget for Fiscal Year 2014

It was recommended that the Board of Education approve the County Alternative Tax Budget for the period of fiscal year July 1, 2013 through June 30, 2014 (see official minutes).

No. 13-01-010 It was moved by Ms. Peppler, seconded by Mr. Zucker, that the above Finance item be approved.

Vote on the motion was as follows:

Ayes: Mr. Coble, Ms. Jones, Ms. Peppler,
Mr. Register, Mr. Zucker

Nays: None

Chief Financial Officer Scott Gainer explained that the County Alternative Tax Budget allows the District to collect the proceeds of any property tax we are authorized to receive through tax levies.

BOARD PRESIDENT'S REPORT

Newly elected Board President Ron Register reviewed the list of Board committee assignments for 2013 and noted changes and additions. Board member Karen Jones stepped down as representative on the Lay Facilities Committee, and Nancy Peppler agreed to represent the Board on that committee along with Kal Zucker.

Board member Kal Zucker indicated that he would contact the PTA presidents to see if there was still a need for a Board representative.

CORRESPONDENCE AND ANNOUNCEMENTS

Superintendent Doug Heuer announced that the Instrumental Music Department will hold a district-wide music festival at 7:00 p.m. on Thursday, January 10, 2013. The event will be held at Heights High with over 500 students participating.

Board President Ron Register announced that the Board has purchased a table for an event to be held at the City Club featuring Stanford University professor Dr. Linda Darling-Hammond on January 25, 2013.

Board member Kal Zucker announced that there will be a Lay Facilities meeting on Wednesday, January 9, 2013 at 7:30 p.m. at Boulevard Elementary School.

UPCOMING MEETINGS

Tuesday, January 22, 2013 – Special Board Meeting
Tuesday, February 5, 2013 – Regular Board Meeting

MOTION TO ADJOURN

It was recommended that the meeting be adjourned.

No. 13-01-011 It was moved by Ms. Jones, seconded by Ms. Pepler, that the meeting be adjourned.

Vote on the motion was as follows:

Ayes: Ms. Jones, Ms. Pepler, Mr. Register,
Mr. Zucker, Mr. Coble

Nays: None

The meeting was adjourned at 7:40 p.m.

Ron Register, President

Scott Gainer, Chief Financial Officer