

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

Regular Meeting of December 18, 2012

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 December 18, 2012, at 7:00 p.m.

Ms. Karen Jones, President, called the meeting to order at 7:02 p.m.

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

The Board observed a moment of silence in honor of the 26 lives lost in the tragic event that occurred on Friday, December 14, in Newtown, Connecticut.

APPROVAL OF MINUTES

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

- Regular Meeting – October 2, 2012
- Special Meeting – October 8, 2012
- Special Meeting – October 13, 2012
- Special Meeting – October 16, 2012

No. 12-12-174 It was moved by Ms. Pepler, seconded by Mr. Zucker, 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

Boys Soccer Team

Superintendent Doug Heuer recognized the Cleveland Heights-University Heights High School boys' soccer team for taking home the Lake Erie League title for the first time in thirteen years and for making it to the third district final for the first time in eleven years. Heights hosted the district finals for the first time since 1998 where Mayfield was able to hold on to a 1-0 victory.

Sean Sullivan, 2012 Ron Pinsenschaum Award Recipient

Superintendent Doug Heuer recognized Boys Soccer Coach Sean Sullivan for receiving the prestigious 2012 Ron Pinsenschaum award presented for ethics and sportsmanship. Coach Sullivan was one of ten finalists in the state to win the award at the local level and was voted on by the Ohio Scholastic Soccer Coaches Association to receive the award at the state level. This is considered the highest honor a coach can receive in Ohio. The Board congratulated Mr. Sullivan on this well-deserved recognition.

Girls Soccer Team

Superintendent Doug Heuer recognized the girls' soccer team and their coach, Robbie Helfgott, for finishing their 2012 campaign with a Lake Erie League title and another playoff appearance under their belt.

Boys Cross Country Team

Superintendent Heuer recognized the boys' cross country team and Coach Nick Continenza on behalf of the District for achieving a first place finish at the Lake Erie League Championships, earning the school's first LEL championship in this sport in sixteen years.

Superintendent Doug Heuer mentioned special congratulations to Coach Basit, staff and players for qualifying to compete for the American Youth Football 6th Grade National Championship in Orlando, Florida on December 2, 2013.

PUBLIC ADDRESS

Statements from the Audience

<u>Name</u>	<u>Topic</u>
Michael Bennett	Senior Dues
Clare Peppler & Ally Boyd	iPads

SUPERINTENDENT’S REPORT

Approval of Field Trips

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

- Cleveland Heights High School International Barbershop Competition 2013 Field Trip to Orlando, Florida, scheduled for January 10-14, 2013
- Roxboro Middle School’s 7th Grade Field Trip to the Cuyahoga Valley Environmental Education Center, Peninsula, Ohio, scheduled for March 13-15, 2013
- Wiley Middle School’s Challenge Choir Field Trip to the Music Festival, Jackson, New Jersey, scheduled for May 15-18, 2013
- Wiley Middle School’s 6th Grade Field Trip to Camp Nuhop, Ashland, Ohio, scheduled for May 28-31, 2013
- Middle School 7-8th Grade Field Trip to Puerto Rico, scheduled for May 17-20, 2014

No. 12-12-175 It was moved by Ms. Peppler, seconded by Mr. Coble, that the above Field Trips be approved.

Vote on the motion was as follows:

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

Nays: None

Recommendation to Approve the New and Modified High School Courses for 2013-2014

It was recommended that the Board of Education approve the new and modified high school courses for 2013-2014. Briefing papers for proposed course additions/modifications are included in the official minutes.

No. 12-12-176 It was moved by Mr. Coble, seconded by Ms. Pepler, that the above High School Courses be approved.

Vote on the motion was as follows:

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

Nays: None

Third Reading and Approval of NEOLA Policy Review Updates and Transportation Policy Revisions

The Board of Education held its third reading of the NEOLA policy review and transportation policy revisions. It was recommended that the Board of Education approve NEOLA policy review updates and the transportation policy revisions.

No. 12-12-177 It was moved by Mr. Coble, seconded by Ms. Jones, that the above NEOLA Policy Updates and Transportation Policy Revisions be approved.

Vote on the motion was as follows:

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

Nays: None

RttT (Race to the Top) Update

Dr. Joseph Micheller, Director of Special Programs/Compliance, spoke about the Legacy New Tech grant that sets up the project-based New Tech network at Legacy. Dr. Micheller introduced Ashlie Dyer, who is the K-12 Pathways Partnership Specialist, described a partnership and a student project currently underway.

MS iPad Update – Don Phillips

Don Phillips, Director of Information Technology, provided the Board with an update on the District's iPad program with our middle schools. In September and October of 2012, a rash of robberies and thefts of middle school students occurred after iPads were issued to students. To protect our students, the District suspended the program and collected all iPads. In lieu of the take-

home one-to-one program, secure charging carts were used in all classrooms so students could continue using the iPad program only within the school building.

A series of meetings were held with parents and with the community to develop a plan of action that would get iPads back into the hands of students to take home. However, it was agreed that iPads would not be sent back home until the parents and safety forces were comfortable that the risks to our students have been mitigated.

Plans were being implemented to increase the security enhancements on each device and to educate students on ways to properly and safely transport and store iPads. Until steps are fully in place to make sure our students are safe with these iPads, principals and Educational Services staff members are exploring opportunities to provide more access to iPads within the schools.

PERSONNEL

Approval of Resignation

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>Classified Staff</u>		
Burns, Janet	Special Ed Parapro	12/1/2012
Davis, Merinda	Administrative Assistant	12/11/2012

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>
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Supplemental Assignments-Advisors 2012-13

Heights High

Gordon, Faith	Co-Student Council-MO (75%)	\$1,701
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Note: corrected amount

Holy, Michele*	Pep Band	972
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Hull, Margaret	Student Council-RN	2,268
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Note: replaces Courtney Cahoon

Lash, Kim	SADD Advisor	2,268
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Lash, Kim	Leading Ladies	2,268
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Spaulding, Elizabeth	Co-Student Council-MO (25%)	567
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Pickens, Elvis*	Concessions (eff. 11/7/12)	1,765
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Note: replaces Carli Roberson (ended 11/6/12)

Monticello

Frost, Deborah	M.S.A.N. Co-advisor	648
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Lewis-Jackson, Wanda	M.S.A.N. Co-advisor	648
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Oxford

Monroe, Jazmine	Student Council	1,296
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Woods, Kimberly	School Crossing Guard	1,296
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Supplemental Assignments-Coaches 2012-13

Heights High

Arnold, Ted*	Swim Associate Head Coach	4,320
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Babcox, Ed*	Ice Hockey Head Coach	4,860
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Barnes, Marlon*	Basketball Asst. Boys Coach	4,860
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Basit, Branella*	Cheerleading Head Coach	3,240
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Battle, Karen	Basketball Asst. Girls Coach	4,860
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Beavers, Keith*	Bowling Head Coach	4,860
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Bell, Janice*	Cheerleading Freshman Coach	3,240
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Boris, John	Bowling Asst. Coach	3,240
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Chesney, Jevon*	Basketball Asst. Boys Coach	4,860
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Coleman-Kirkland, Angela	F.Hockey/Basketball Asst.	3,240
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Gober-Woodson, Angela*	Cheerleading JV Coach	3,240
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Hansen, Kim	Basketball Head Girls Coach	7,128
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Holmes, Jeremy	Basketball Asst. Boys Coach	4,860
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Holmes, Jeremy	Ice Hockey Asst. Coach	3,240
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Miller, James	Swim Associate Head Coach	4,320
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Miller, Kristy*	Swim Associate Head Coach	4,320
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Newton, Willie*	Wrestling Head Coach	4,860
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Ritzmann, Cassandra	Swim Assistant Coach	3,240
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Roberson, Carli*	Basketball Asst. Girls Coach	4,860
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Russo, John*	Basketball Asst. Girls Coach	4,860
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Spooner, Anthony*	Wrestling Asst. Coach	3,240
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Suttell, Andrew	Basketball Head Boys Coach	7,128
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Monticello

Cook, Chris	Basketball Boys Coach-Grade 7	3,240
Hach, Mark	Basketball Boys Asst. Coach	2,268
Hallam, Brad	Basketball Boys Coach-Grade 8	3,240
Jeske, Jason	Basketball Girls Asst. Coach	2,268
Jones, Christopher*	Football Asst. Coach	2,268
Roach, Brent	Basketball Girls Coach-Grade 8	3,240
Sanchez, Felicita	Basketball Girls Coach-Grade 7	3,240
Young, Jason	Wrestling Head Coach	2,268

Roxboro Middle

Adams, Jonathan	Basketball Boys Coach-Grade 7	3,240
Gehring, Abigail	Basketball Girls Coach-Grade 8	3,240
Jones, Justin	Basketball Boys Asst. Coach	2,268
Puskar, Dallas*	Basketball Girls Coach-Grade 7	3,240
Russell, Daniel	Wrestling Head Coach	3,240
Siegel, Christina	Basketball Girls Asst. Coach	2,268
Smith, Mitchell	Basketball Boys Coach-Grade 8	3,240

Wiley

Chumney, Jessica	Basketball Girls Coach-Grade 7	3,240
Coward, Kanisha	Basketball Girls Coach-Grade 8	3,240
Herbert, Natasha*	Basketball Girls Asst. Coach	2,268
Minnillo, Matthew	Basketball Boys Coach-Grade 8	3,240
Provenzale, Tony	Wrestling Head Coach	3,240
Sweeney, Clifton*	Basketball Boys Asst. Coach	2,268

**Classified Staff not employed by CH-UH*

Cancellation of Supplemental

Cahoon, Courtney	Newspaper Advisor	3,240
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TAP Members – 2012-2013 - \$500

Real School

Boris, John
Evans, Sean
Larkins-Forte, Vickie

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>Certificated/Licensed Staff</u>	
Chambers, Lee Anne	\$41,300* (6B1)	\$41,632 (6B2)
Effective 10/17/12	*(\$51,700 p.r. eff. 10/17/12)	
(Note: Reinstatement of salary placement-transcripts received)		

Addendum to Personnel Agenda – December 18, 2012

Approval of Resignation

<u>Name</u>	<u>Position</u>
<u>Administrative Staff</u>	
Dean, Katrinka	Elementary Principal
Effective immediately upon Board action	

No. 12-12-178 It was moved by Ms. Peppler, seconded by Mr. Coble, that the above Personnel Items + Addendum be approved.

Vote on the motion was as follows:

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

Nays: None

Resolution to Terminate Employee
(In hands of Board Members only)

No. 12-12-179 It was moved by Mr. Zucker, seconded by Ms. Peppler, that the above Personnel Item be approved.

Vote on the motion was as follows:

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

Nays: None

ADMINISTRATIVE SERVICES

Recommendation to Approve the November 15th Bid and Award a Contract for the Heights High School New Audio Equipment Auditorium Project

It was recommended that the Board of Education approve the November 15th bid for Heights High School new audio equipment auditorium project (#12C-010-001) and award a contract (see official minutes).

No. 12-12-180

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

Vote on the motion was as follows:

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

Nays: None

Resolution Authorizing the Execution and Delivery of a First Amendment to Lease Agreement Between the Board of Education of the Cleveland Heights-University Heights City School District and the Open Office, LLC

It was recommended that the Board of Education approve the resolution authorizing the execution and delivery of a first amendment to Lease Agreement between the Board of Education of the Cleveland Heights-University Heights City School District and the Open Office, LLC (see official minutes).

No. 12-12-181

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

Vote on the motion was as follows:

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

Nays: None

Resolution for Declaring Transportation to be Impractical for Gilmour Academy

It was recommended that the Board of Education approve the resolution declaring transportation to be impractical for Gilmour Academy (see official minutes).

No. 12-12-182

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

Vote on the motion was as follows:

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

Nays: None

Resolution Declaring that Surplus Equipment of the Board of Education is No Longer Needed for any School Purpose and Authorizing the Sale of the Surplus Equipment by Public Auction

It was recommended that the Board of Education approve the resolution declaring that surplus equipment of the Board of Education is no longer needed for any school purpose and authorizing the sale of the surplus equipment by public auction (see official minutes).

No. 12-12-183

It was moved by Mr. Zucker, seconded by Mr. Coble, that the above Administrative Services Item be approved.

Vote on the motion was as follows:

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

Nays: None

Recommendation to Accept the Following Donations

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

- \$100.00 to the Jason West Scholarship Fund from Jack Valancy Consulting
- \$1,000.00 to the Jason West Scholarship Fund from Jewish Community Federation
- Instruments to Roxboro Middle School:
 - A King tuba valued at \$1,200.00 and a Yamaha trumpet valued at \$550.00 from Ann E. Bradley
 - A Strunal cello valued at \$750.00 from Raymond Gonzales and Pamela Bertaud
 - A Bundy alto saxophone valued at \$650.00 and a King tenor saxophone valued at \$300.00 from Denise Lackey

No. 12-12-184

It was moved by Ms. Pepler, seconded by Mr. Zucker, that the above Donations be approved:

Vote on the motion was as follows:

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

Nays: None

FINANCE

Financial Reports

It was recommended that the Board of Education confirm the Summary of Cash Balances by Fund for the months ending October 31 and November 30, 2012 (see official minutes).

No. 12-12-185

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

Vote on the motion was as follows:

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

Nays: None

Tax Advance

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

WHEREAS, Section 321.32 of the Ohio Revised Code provides that any money in the County Treasury to the account of the Cleveland Heights-University Heights Board of Education and lawfully applicable to the purpose of the current fiscal year may be drawn upon request;

IT IS RESOLVED by the Board of Education of the Cleveland Heights-University Heights City School District, County of Cuyahoga, State of Ohio that:

Section 1. The Auditor of Cuyahoga County be and is hereby requested to draw his warrants and the Chief Financial Officer of said County be and is hereby requested to pay to the Cleveland Heights-University Heights Board of Education any money in the County Treasury to the account of the Cleveland Heights-University Heights Board of Education and lawfully applicable to the purpose of the current fiscal year; and

Section 2. The Chief Financial Officer be and hereby is authorized to sign and deliver the appropriate documents to secure such advances, as well as the secondary documents to secure the semiannual settlement with the County Chief Financial Officer during the calendar year 2013.

Section 3. Such authorization shall extend to all advances requested during the calendar year 2013.

Section 4. The Chief Financial Officer of the Board be and hereby is authorized and directed to certify a copy of this Resolution to the County Auditor and the County Chief Financial Officer and make such other certifications, requests and reports to the County Auditor and the County Chief Financial Officer as may be necessary to make this Resolution effective.

No. 12-12-186 It was moved by Mr. Zucker, seconded by Ms. Pepler, that the above Finance Item be approved.

Vote on the motion was as follows:

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

Nays: None

BOARD PRESIDENT'S REPORT

Board President Karen Jones expressed sorrow over the events surrounding the tragedy in Newtown, Connecticut.

At this last Board meeting of 2012, Board President Jones proposed that in 2013, the CH-UH BOE along with the cities of Cleveland Heights, University Heights and South Euclid work together on some initiatives to help our students rise above their present economic status in order to benefit our school district and our communities. In order to create real change for all stakeholders, Board President Jones said this will take all those who can make a difference to work together to create initiatives, programs, and to provide assistance to help those in our communities to become self-sufficient, stable and productive. In turn, students will be able to concentrate on their education.

Board President Karen Jones stated she sees our District going into 2013 with direction and with a purpose. She mentioned the master facilities plan and the work of the Lay Facilities Committee, along with the continuation of our literacy initiatives, implementation of pathways, and negotiations, are high on the Board's list of priorities.

NEW BUSINESS

Dr. Jeff Johnston, Director of Student Services, addressed safety and security within our schools and the District. In response to the tragic events that occurred at Sandy Hook Elementary School in Connecticut, Dr. Johnston said the District reviewed its security procedures and has taken the following steps:

- Social workers and counselors are available to each elementary school to provide support, as needed.
- Staff has been informed about the lockdown procedures, drills, crisis prevention.
- Visitor procedures were distributed to all schools, reinforcing District safety policies.
- Lockdown drills, led by Bryan Loretz, will be conducted during the week of December 17.

Additionally, a district team is reviewing all aspects of our current crisis plan. Adjustments to the current district practice will be made as needed and communicated to all staff. Dr. Johnston said we are seeking the partnership of University Heights and Cleveland Heights police as procedures are reviewed. An anonymous safe school help line is available on the District website to serve as an additional resource to assist in reporting any wrongdoing that affects our students, staff or our schools.

BOARD COMMITTEE REPORTS

Reaching Heights

Board Member Kal Zucker reported that Reaching Heights held its annual meeting on Wednesday, December 12. Mr. Zucker said Patrick Mullen did an excellent job of summarizing the benefits of Reaching Heights to the District and to the community. Three new board members were installed.

Alumni Foundation

Board Member Kal Zucker thanked everyone who supported and attended the Annual Cocktail Party in November.

UPCOMING MEETINGS

Tuesday, January 8, 2013 – Organizational/Regular Board Meeting

Tuesday, January 22, 2013 – Special Board Meeting

MOTION TO ADJOURN

It was recommended that the meeting be adjourned.

No. 12-12-187

It was moved by Ms. Pepler, seconded by Mr. Coble, 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 9:10 p.m.

Karen Jones, President

Scott Gainer, Chief Financial Officer