

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

Special Board Meeting of March 17, 2009

The Board of Education of the Cleveland Heights-University Heights City School District, Cuyahoga County, held its Special Meeting in the public meeting room of the Board of Education building at 2155 Miramar Boulevard, University Heights, Ohio, on Tuesday, March 17, 2009, at 7:00 p.m. Preceding the Special Meeting, the Board met in Executive Session at 6:00 p.m.

Mr. Kal Zucker, Board President, called the meeting to order at 6:00 p.m.

Present at Roll Call: Mr. Kal Zucker, President
Mr. Michael Cicero, Board Member
Mr. Eric Coble, Board Member
Ms. Nancy Pepler, Board Member

Also Present: Ms. Christine Fowler-Mack, Interim Superintendent
Mr. Scott Gainer, Chief Financial Officer
Members of the Central Office Staff
Patrons of the School District
Representatives of the News Media

MOTION TO MOVE INTO EXECUTIVE SESSION

It was recommended that the Board move into Executive Session pursuant to Ohio Revised Code Section 121.22(G)(1) for the purpose of considering the employment of an employee or official of the School District.

No. 09-03-030 It was moved by Mr. Coble, seconded by Ms. Pepler, that the Board move into Executive Session.

Vote on the motion was as follows:

Ayes: Mr. Cicero, Mr. Coble, Ms. Pepler,
Mr. Zucker

Nays: None

The Board moved into Executive Session at 6:00 p.m. with the following members present:

Present: Mr. Kal Zucker, President
Mr. Michael Cicero, Board Member
Mr. Eric Coble, Board Member
Ms. Nancy Pepler, Board Member

Also Present: Ms. Christine Fowler-Mack, Interim Superintendent
Mr. Scott Gainer, Chief Financial Officer
Dr. Nylajeon McDaniel, Director of Human Resources
Attorney John Britton

Board Member Ron Register arrived at 6:05 p.m.

The Executive Session ended at 7:05 p.m.

The Board reconvened in public session at 7:12 p.m. with all members present.

SUPERINTENDENT'S REPORT

Approval of the Agreement with the Educational Service Center of Cuyahoga County (ESCCC) for the 2009-2010 School Year

It was recommended that the Agreement with the Educational Service Center of Cuyahoga County (ESCCC) for the 2009-2010 school year be approved (see official minutes).

No. 09-03-031 It was moved by Mr. Cicero, seconded by Ms. Pepler, that the ESCCC Agreement be approved.

Vote on the motion was as follows:

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

Nays: None

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>Effective</u>
<u>Certificated/Licensed Staff:</u>		
Larson, Debra	Leave of Absence	6/9/2009
<u>Classified Staff:</u>		
Cunningham, Preston	Career Tech Ed Aide	3/13/2009
Martin-Penn, Tonya	Lunchroom Aide	1/30/2009

Approval of Termination

It was recommended that the termination of the following named personnel be accepted, effective at the close of the day on the date indicated for the reason stated:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Jones, Sunshine Effective 1/29/09	Special Ed Aide	Unsuccessful Probation

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>		
Martin, Michael D. Effective 2/9/2009 Assignment: Oxford 90 Day Probation Ends 9/18/2009	Lunchroom Aide 195 Days	\$11.41/hr. Step 1

Supplemental Assignments – Coaches-R

Heights High

Klima, Sam*	Lacrosse Asst.Boys Coach	\$3,080
Stringer, Gail*	Track Asst.Girls Coach	4,620
Ritzmann, Cassandra	Softball Asst. Coach	3,080
Williams, Robert*	Softball Asst. Coach	3,080

Monticello Middle

Burke, Jodi	Softball Head Coach	2,464
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Smith, Sheldon	1 year	220
Stuhldreher, Stacy	3 year	220
Swoope, Lawrence	3 year	220
Thomas, Fred	3 year	220

Approval of Re-employment of Professional Staff

It was recommended that the following professional staff member contracts be renewed, effective July 1, 2009.

<u>Name</u>	<u>Contract Year</u>	<u>Days</u>
Bagatti, Joseph	1 year	260
Farmer, Rebecca	3 year	260
Gilmore, Betsy	3 year	260
Loretz, Brian	3 year	260
Pardee, Susan	3 year	260

Approval of Leave of Absence

<u>Name</u>	<u>Reason</u>
Tabak, Ronald Effective 2/1/09	Disability Retirement

No. 09-03-032 It was moved by Mr. Cicero, seconded by Ms. Pepler, that the above Personnel items be approved.

Vote on the motion was as follows:

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

Nays: None

BUSINESS SERVICES

Recommendation to Approve the February 24th Bid and Award a Contract for the Cleveland Heights High School Summer 2009 Unit Ventilator Replacement Project (No. 09C-010-001)

It was recommended that the Board approve the February 24, 2009 bid for the Cleveland Heights High School Summer 2009 Unit Ventilator Replacement Project (No. 09C-010-001) and award a contract as follows:

ABC Piping Company
1277 Schaaf Road
Brooklyn Heights, Ohio 44131

Total Base Bid Mechanical \$73,490.00

M & M Electrical Contracting, Inc.
532 Grant Street
Akron, Ohio 44309

Total Base Bid Electrical \$ 4,485.00

TOTAL CONTRACT AWARD \$77,975.00

It was further recommended that the Board authorize the Director of Business Services to approve change orders up to 10% of the total contract award.

TOTAL \$85,772.00

No. 09-03-033 It was moved by Mr. Coble, seconded by Mr. Cicero, that the above Business item be approved.

Vote on the motion was as follows:

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

Nays: None

Recommendation to Approve the February 24th Bid and Award a Contract for the Taylor Network Operations Center CRAC-2 Installation Project (No. 09C-041-001)

It was recommended that the Board approve the February 24, 2009 bid for the Taylor Network Operations Center CRAC-2 Installation Project (No. 09C-041-001) and award a contract as follows:

Brecks Plumbing
6592 Glencoe Drive
Brecksville, Ohio 44141

Total Base Bid Mechanical \$31,224.00

Total Base Bid Electrical \$14,224.00

TOTAL CONTRACT AWARD **\$45,448.00**

It was further recommended that the Board authorize the Director of Business Services to approve change orders up to 10% of the total contract award.

TOTAL **\$49,992.00**

No. 09-03-034 It was moved by Mr. Coble, seconded by Ms. Pepler, that the above Business item be approved.

Vote on the motion was as follows:

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

Nays: None

Recommendation to Approve the February 24th bid and Award a Contract for the District Wide TC Panel Improvements Project (No. 09C-000-003)

It was recommended that the Board approve the February 24, 2009 bid for the District Wide TC Panel Improvements Project (No. 09C-000-003) and award a contract.

Genesis Electric Corporation
363 Tacoma Avenue
Tallmadge, Ohio 44278

Base Bid \$51,095.00

Bid Alternate E1 \$12,805.00

Bid Alternate E2 \$ 5,370.00

TOTAL CONTRACT AWARD **\$69,270.00**

It was further recommended that the Board authorize the Director of Business Services to approve change orders up to 10% of the total contract award.

TOTAL **\$76,197.00**

No. 09-03-035 It was moved by Ms. Pepler, seconded by Mr. Coble, that the above Business item be approved.

Vote on the motion was as follows:

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

Nays: None

Recommendation to Approve the February 25th Bid and Award a Contract for the Gearity Professional Development School Chimney Restoration Project (No. 09C-031-001)

It was recommended that the Board approve the February 25, 2009 bid for the Gearity Professional Development School Chimney Restoration Project (No. 09C-031-001) and award a contract as follows:

Gualtiere Construction Company
6511 B Chittenden Road
Hudson, Ohio 44236

Total Base Bid	\$38,650.00
TOTAL CONTRACT AWARD	\$38,650.00

It was further recommended that the Board authorize the Director of Business Services to approve change orders up to 10% of the total contract award.

TOTAL	\$42,515.00
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No. 09-03-036 It was moved by Mr. Coble, seconded by Ms. Peppler, that the above Business item be approved.

Vote on the motion was as follows:

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

Nays: None

Recommendation to Approve the February 25th Bid and Award a Contract for the Oxford Elementary Below Grade Waterproofing, Wall Restorations, Sidewalk, Masonry & Window Replacements Project (#09C-039-001)

It was recommended that the Board approve the February 25, 2009 bid for the Oxford Elementary School Below Grade Waterproofing, Wall Restorations, Sidewalk, Masonry & Window Replacements Project (09C-039-001) and award a contract as follows:

Ed Kintz Construction
1000 Mogadore Road
Kent, Ohio 44240

Total Base Bid	\$107,000.00
Alternate 1A	\$ 14,000.00
TOTAL CONTRACT AWARD	\$121,000.00

It was further recommended to authorize the Director of Business Services to approve change orders up to 10% of the total contract.

TOTAL	\$133,100.00
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No. 09-03-037

It was moved by Mr. Coble, seconded by Mr. Cicero, that the above Business item be approved.

Vote on the motion was as follows:

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

Nays: None

WORK SESSION: BUDGET REDUCTION

Christine Fowler-Mack, Interim Superintendent, and Scott Gainer, Chief Financial Officer, led the work session presentation titled, "Aligning Our Budget – Challenge & Opportunity." Ms. Fowler-Mack discussed several outcomes the administrative team seeks to achieve through this work session:

- Review commitment to efficiently and effectively align budget, given unsettling economic times,
- Share specific options to align budget and meet or exceed established target of two million dollars in permanent cost savings,
- Identify critical next steps in budget alignment process, and
- Determine any additional informational needs of Board prior to April 7 Board meeting and/or Board action.

Scott Gainer, CFO, reviewed the process for aligning the budget which included reviewing data and trends reports, identifying priorities, identifying potential reduction categories, impact analysis, recommended reductions, Board action, and timely communications to stakeholders. He reminded the Board that the District is keenly aware of its financial situation and has been for a number of years making necessary reductions to the budget, including the closing of an elementary school. General Fund purchase orders will be cut off on Friday, March 20, as an additional way to save money and be more efficient and effective.

Members of the District Operating Council (DOC) were at the table and participated in the presentation by providing updates on topics including: enrollment trends and District comparisons, District properties (Coventry and Millikin), early retirement options, State budget, local foreclosures, and Lay Finance Committee feedback.

Scott Gainer, CFO, summarized the two options presented to the Board for budget reductions. The first option totals \$2,173,800 (\$696,000 in non-personnel, \$1,477,800 in personnel, 29 FTEs). The second option totals \$2,624,000 (\$696,000 in non-personnel, \$1,928,000 in personnel, 37.5 FTEs).

Christine Fowler-Mack, Interim Superintendent, reminded everyone that this is a work in progress and that while all of the District's current programs, services and staff are valued, it is not possible to maintain all programs, services and staff. No program, service or staff will be reduced or modified until the Board takes official action.

Michael Cicero, Board Member, stressed concern over proposed cuts to supplemental contracts as opposed to more cuts at the administrator level. Ms. Fowler-Mack offered to get more detailed information on the supplemental contracts so the Board will clearly see the Administrative team is keeping students at the forefront of their considerations. Mr. Cicero commended the Administrative team for finding \$2.6 million in budget reductions, but he pointed out there may still be room to move.

Nancy Pepler, Board Member, asked for additional detail on administrator cuts that have been made in the past, where we are currently, and where the proposed budget reduction options will take us. Ms. Fowler-Mack agreed to provide this information to the Board.

Board Member Eric Coble asked the Administrative team to explore the impact to the budget if the District issued a pay freeze. He is hopeful that this could be an alternative to job losses.

Chief Financial Officer Scott Gainer reported that Option 1 of the proposed budget reductions (\$2.1 million) would put us at a 6.5 mill levy request. Option 2 (\$2.7 million) would put us at 6 mills.

Board President Kal Zucker thanked the Administrative team for the tremendous effort that went into this work session.

Interim Superintendent Christine Fowler-Mack reminded the public that schools would be closed for Spring Break the week of March 23-27, 2009. Board offices will remain open during this time.

UPCOMING MEETINGS

Tuesday, April 7, 2009 – Regular Board Meeting – 7:00 p.m.

Tuesday, April 21, 2009 – Special Board Meeting – Work Session Topic: PASSAGE/21st Century Skills – 7:00 p.m.

MOTION TO ADJOURN

It was recommended that the meeting be adjourned.

No. 09-03-038

It was moved by Mr. Cicero, seconded by Ms. Peppler, that the meeting be adjourned.

Vote on the motion was as follows:

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

Nays: None

The meeting was adjourned at 9:37 p.m.

Kal Zucker, President

Scott Gainer, Chief Financial Officer