

**GARFIELD HEIGHTS BOARD OF EDUCATION  
GARFIELD HEIGHTS, OHIO**

**RECORD OF PROCEEDINGS  
Minutes – Special Board Meeting  
July 16, 2014**

The Board of Education of the Garfield Heights City School District met Special session on Wednesday, July 16, 20134, at the Garfield Heights Board of Education Offices, 5640 Briarcliff Drive, Garfield Heights, Ohio 44125 at 4:00 p.m. with Mr. Joseph M. Juby, President of the Board, presiding.

**ROLL CALL**

Present: Mr. Juby, Mr. Dobies, Mrs. Kitson, Mr. Wolske,  
Absent: Mrs. Geraci

**REPORTS & RECOMMENDATIONS OF THE TREASURER:**

Moved by Mr. Wolske, seconded by Mrs. Kitson to approve Resolution No. 2014-007, a resolution approving the fiscal year end final appropriation amendments and transfers/advances, as presented in Exhibit "A".

Ayes: Wolske, Kitson, Dobies, Juby  
Nays: None

Moved by Mr. Wolske, seconded by Mrs. Kitson to approve Resolution No. 2014-008, a resolution determining to proceed with the submission to the electors of the school district the question of levying an additional tax pursuant to sections 5705.194 to 5705.197 the revised code, as presented in Exhibit "B".

Ayes: Wolske, Kitson, Dobies, Juby  
Nays: None

**PERSONNEL:**

Moved by Mr. Wolske, seconded by Mrs. Kitson to accept the resignation of Amanda Morris, School Psychologist, effective July 3, 2014.

Ayes: Wolske, Kitson, Dobies, Juby  
Nays: None

Moved by Mr. Wolske, seconded by Mrs. Kitson to accept the supplemental resignation of TCS member Amanda Morris, School Psychologist, effective July 3, 2014.

Ayes: Wolske, Kitson, Dobies, Juby  
Nays: None

Moved by Mr. Wolske, seconded by Mrs. Kitson to accept the resignation of Heidi Schelien, Intervention Specialist at Maple Leaf, effective July 25, 2014.

Ayes: Wolske, Kitson, Dobies, Juby  
Nays: None

Moved by Mr. Wolske, seconded by Mrs. Kitson to accept the resignation of La'Kesha Still, Housekeeper at Elmwood effective June 6, 2014.

Ayes: Wolske, Kitson, Dobies, Juby  
Nays: None

Moved by Mr. Wolske, seconded by Mrs. Kitson to amend the contract for Megan Rutkowski as part-time Special Education Compliance Coach for the District, 3 days per week, and School Psychologist at Elmwood 2 days per week plus 15 extended days for the 2014-2015 school year.

Ayes: Wolske, Kitson, Dobies, Juby  
Nays: None

Moved by Mr. Wolske, seconded by Mrs. Kitson to approve the 210 day qualified contract for Dale Krzynowek, Coordinator of Athletics and Student Activities effective August 1, 2014 at \$78,000 for the 2014-2015 school year.

Ayes: Wolske, Kitson, Dobies, Juby  
Nays: None

The Board offered their congratulations to Mr. Krzynowek who was in attendance and wished him good luck.

Moved by Mr. Wolske, seconded by Mrs. Kitson to approve the certified contract(s) for the 2014-2015 school year as follows:

Name	Position	Degree	Step
Kelly Turk	Intervention Specialist - ML	B+0	4
April Johnson	Intervention Specialist – ML	M+0	3
Ryan Schuman	Social Studies – MS	B+0	2

Ayes: Wolske, Kitson, Dobies, Juby  
Nays: None

Moved by Mr. Wolske, seconded by Mrs. Kitson to approve the classified contract(s) for the 2014-2015 school year as follows:

Name	Position	Hrs.	Exp.
Charice Myles	Housekeeper (1D) ML/CO	6	0
Darryl James	Housekeeper (1D) MS	6	1
Michelle Hadden	Guidance Secretary (5A) – MS	7	9
Lori Walchanowicz	General Cafeteria (1C) – WF	3	1
Linda Muha	Clerk (1A) – MS	6	4
Samuel Reed	Bus Driver (4E)	4	2
Carla Lowery	Vehicle Driver (3E)	4	1

Ayes: Wolske, Kitson, Dobies, Juby

Nays: None

Moved by Mr. Wolske, seconded by Mrs. Kitson to approve the exempt contract(s) for the 2014-2015 school year as follows:

Name	Position	Hrs./Days	Schedule	Exp.
Gregory Hovan	Transportation Supervisor	8 hrs./260 days	Exempt 5	8

Ayes: Wolske, Kitson, Dobies, Juby

Nays: None

Moved by Mr. Wolske, seconded by Mrs. Kitson to approve the qualified contract(s) for the 2014-2015 school year as follows:

Name	Position	Degree	Exp.
Bruce B. Davis III	Linkage Coordinator – (Grant Funded) High School	Lvl. B/2	0

Ayes: Wolske, Kitson, Dobies, Juby

Nays: None

Moved by Mr. Wolske, seconded by Mrs. Kitson to approve the Athletic supplemental positions for the 2014-2015 school year as follows:

Name	Position
George White	Football – Head Coach MS
Christopher Wooley	Football – Assistant Coach - MS

Ayes: Wolske, Kitson, Dobies, Juby

Nays: None

POLICY

Moved by Mr. Wolske, seconded by Mrs. Kitson to approve , after second reading, the update to policy EGAC-R, as presented in Exhibit "C ".

Ayes: Wolske, Kitson, Dobies, Juby

Nays: None

MISCELLANEOUS

Moved by Mr. Wolske, seconded by Mrs. Kitson to approve Resolution No. 2014-009, a resolution declaring an urgent necessity exists to replace the ceiling in the Middle School Cafeteria, as presented in Exhibit "D".

Ayes: Wolske, Kitson, Dobies, Juby

Nays: None

SUPERINTENDENT REPORT

Mr. Jim Crooks gave the Board a summary on the results of a community survey done by his firm and the Center for Marketing & Opinion Research, LLC (CMOR).

ANNOUNCEMENT OF NEXT BOARD MEETING

Board of Education Regular Meeting – 6:00 p.m.

August 18, 2014

Garfield Heights Board of Education Offices

5640 Briarcliff Drive

Garfield Heights, Ohio 44125

Moved by Mr. Wolske, seconded by Mrs. Kitson to enter into Executive Session at 4:26 P.M. for the purpose of conducting the evaluations of the Superintendent and Treasurer.

Ayes: Wolske, Kitson, Dobies, Juby

Nays: None

Adjourn from Executive session at 5:30 p.m.

Moved by Mrs. Kitson, seconded by Mr. Wolske to adjourn from the special meeting at 5:31 p.m.

Ayes: Kitson, Wolske, Dobies, Juby

Nays: None

President

Treasurer

## Resolution #2014-007

## FY 14 APPROPRIATION AMENDMENT #2

30-Jun-14

Fund	Original Appropriation Amount	Amended Appropriation Amount	Difference Increase (Decrease)
EMPLOYEE BENEFITS SELF INS FUND (024)	\$ 300,000.00	\$ 365,000.00	\$ 65,000.00
RACE TO THE TOP (506)	\$ 4,708.00	\$ 11,208.00	\$ 6,500.00
TITLE II-A (590)	\$ 524,199.00	\$ 599,500.00	\$ 75,301.00

## Transfers

Fund To	Fund From	Amount
Uniform School Supplies (009)	General Fund (001)	\$ 4,300.00
Preschool Grant (439)	General Fund (001)	\$ 11,300.00
Alternative Education Grant (463)	General Fund (001)	\$ 15,600.00
Preschool Handicap Grant (587)	General Fund (001)	\$ 38,500.00
<b>Total Transfers</b>		<b>\$ 69,700.00</b>

## Initial Advances - Out

Fund To	Fund From	Amount
Permanent Improvement Fund (003)	General Fund (001)	\$ 11,500.00
Title I Sub A Grant (536)	General Fund (001)	\$ 16,200.00
Title I Grant (572)	General Fund (001)	\$ 210,600.00
<b>Total Advances-Out</b>		<b>\$ 238,300.00</b>

## Return of PY Advance

Fund To	Fund From	Amount
General Fund (001)	IDEA Part B Grant (516)	\$ 23,750.00
General Fund (001)	Title II-A Grant (590)	\$ 101,900.00
<b>Total Advance Returns</b>		<b>\$ 125,650.00</b>

**Resolution No. 2014-008**

**A RESOLUTION DETERMINING TO PROCEED WITH THE  
SUBMISSION OF THE QUESTION OF LEVYING AN ADDITIONAL TAX  
IN EXCESS OF THE TEN-MILL LIMITATION TO THE ELECTORS  
OF THE GARFIELD HEIGHTS CITY SCHOOL DISTRICT PURSUANT TO  
SECTION 5705.21 OF THE REVISED CODE**

WHEREAS, on June 23, 2014, this Board adopted its resolution (the "Resolution of Necessity") declaring it necessary to submit to the electors of the District the question of levying an additional tax in excess of the ten-mill limitation, as described below, a copy of which Resolution of Necessity was certified to the Cuyahoga County Fiscal Officer; and

WHEREAS, the Cuyahoga County Fiscal Officer has certified to this Board that the total current tax valuation of the District is \$344,138,960 and the dollar amount of revenue that would be generated by the 1.00 mill additional tax is \$344,138.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Garfield Heights City School District, County of Cuyahoga, State of Ohio, that:

Section 1. This Board hereby determines to proceed with the submission to the electors of the District at an election to be held on November 4, 2014, the question of levying an additional tax, in excess of the ten-mill limitation at the rate of 1.00 mill for each one dollar of valuation, which amounts to 10 cents for each one hundred dollars of valuation, for a continuing period of time (commencing with a levy on the tax list and duplicate for the year 2014 to be first distributed to the Board in calendar year 2015) for the purpose of general permanent improvements.

Section 2. The Treasurer is authorized and directed to certify to the Cuyahoga County Board of Elections copies of this Resolution, the Resolution of Necessity and the Certificate of the County Fiscal Officer referred to in the preambles hereto on or before August 6, 2014. This Board hereby requests that the Board of Elections prepare the ballots and make other necessary arrangements for the submission of this question to the electors of this District, all in accordance with the law.

Section 3. It is hereby found and determined that 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 that all deliberations of this Board and of any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with the law.

Section 4. This Resolution shall be in full force and effect from and immediately upon its adoption.

## TELEPHONE SERVICES

### Wireless Telephone Expense

Staff members approved by the Superintendent/designee whose primary assignment regularly requires travel or the need to communicate to other buildings for emergency purposes are eligible for a wireless telephone or other communication device allowance.

The District does not endorse any specific wireless telephone carrier, equipment or calling plan. The administration may periodically review market rates to determine the amount of wireless telephone allowance. The amount of allowance is established by the administration and approved by the Board.

Eligible staff members obtain their own wireless telephone, carry it with them while working, use it to conduct necessary business while working and submit a complete copy of their wireless telephone bill monthly with an expense report.

### Amount of Allowance Rate

The amount of wireless telephone allowance paid to participating staff members shall not exceed \$50 per monthly billing cycle **and shall not exceed \$25.00 for part time staff members.** Based on market research and history of usage, this amount is deemed sufficient to pay for monthly access fees, business-related calls and taxes related to those charges. The District shall not reimburse any additional expenses for wireless telephone services, equipment or telephone calls.

### Safety and Security

Loss or theft of equipment must be reported to the vendor service provider immediately to minimize liability for airtime and toll call charges.

Conversations over cellphones are easily monitored, and may be monitored by outside parties. Confidential and sensitive information discussion over cellphones shall not be conducted.

Telephone use while operating a vehicle is prohibited.

(June 23, 2014)

**Resolution No. 2014-009**

**A RESOLUTION DECLARING AN URGENT NECESSITY EXISTS TO REPLACE THE CEILING IN THE MIDDLE SCHOOL CAFETERIA.**

WHEREAS, the ceiling of the middle school cafeteria has deteriorated at a rate much faster than expected and now needs to be replaced; and

WHEREAS, the District needs to replace the ceiling and items related to the ceiling; and

WHEREAS, the Ohio Revised Code generally requires competitive bidding for such work; and

WHEREAS, the competitive bidding process would create a delay in replacing the ceiling and jeopardize the opening of school; and

WHEREAS, that delay may create a health and safety issue for the District's students; and

WHEREAS, this Board believes there is an urgent necessity to replace the ceiling in the expeditious method possible which includes procuring letter head quotes rather than competitive bidding.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education that after careful consideration and evaluation of the information before it:

Section 1. This Board hereby declares the existence of an urgent necessity to replace the middle school ceiling and related improvements.

Section 2. The Treasurer is authorized to spend an amount not to exceed \$85,000 either by utilizing state term schedules or by purchase on the open market.

Section 3. The Treasurer and President of this Board and the Superintendent of Schools, as appropriate, are each authorized to sign any certificates and documents and to take such actions as are necessary or appropriate to consummate the transactions contemplated by this Resolution.

Section 4. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were held, in meetings open to the public, in compliance with the law.

Section 5. This resolution shall be in full force and effect from and immediately after its adoption