

**West Geauga Board of Education
Work Session Meeting
Monday, June 10, 2013
7:00 p.m.
West Geauga Middle School Conference Area**

Roll Call

Board President Beers called the meeting to order with the following members present: Mr. Beers, Mrs. Gillmore, and Mr. Kotowski

Mr. Kilroy arrived at 7:02 p.m.

Approval of Agenda

2013-065

A motion was made by Mr. Kotowski and was seconded by Mrs. Gillmore, to approve the agenda.

Roll call: Yes: Beers, Gillmore, Kilroy, Kotowski

Motion carried

Superintendent's Recommendation

2013-066

A motion was made by Mr. Kilroy, and was seconded by Mrs. Gillmore, to approve the following items:

Personnel

1. STAFF RESIGNATIONS/RETIREMENTS

Name	Assignment	Building	Effective
Bishop, Jay	Assistant Principal	High School	Resignation: 7/31/13
Burns, Deb	Special Education Teacher	High School	Retirement : 6/7/2013 39 West G Years
Dahlhofer, Ron	Assistant Principal	Middle School	Resignation: 7/31/2013
Petronsky, Megan	Guidance Counselor	High School	Resignation: 6/7/2013

2. ADMINISTRATIVE APPOINTMENT

Name	Assignment	Contract Term	Contract Days	Salary
Bishop, Jay	High School Principal	2 yrs. 8/1/13 – 7/31/15	229	\$98,500
Dahlhofer, Ron	High School Assistant Principal	2 yrs. 8/1/13 – 7/31/15	220	\$83,800

3. CHANGE IN CONTRACT

Name	From	To	Effective
Davis, Beth	WW Music Teacher - .80 (\$53,291)	MS Music Teacher - .50 (\$33,307)	8/19/13
Pintabona, Vanessa	MS Music Teacher - .50 (\$18,676)	WW Music Teacher - .80 (\$29,881)	8/19/13
Whelan, Sean	Grade 3 – Westwood	Instructional Technology Specialist	8/19/13

4. RECALL OF CERTIFIED STAFF FOR 2013-2014 SCHOOL YEAR

Due to a vacancy, in accordance with section 6.042 Recall of Staff in the WGBOE and WGEA negotiated agreement, the following certified staff members will be recalled:

Last	First	2013-14 Contract	2013-2014 Salary	Contract
Dolinsky	Andrew	Elementary Teacher – 1.0 FTE	\$46,917 (Step 4/Column 6)	Limited

**5. STAFF APPOINTMENT
Certified**

Name	Assignment	Bldg.	Effective	Contract	Rate	Column/Step
Graora, Aaron	Foreign Language Teacher	HS	8/19/13	Limited	\$39,036	MS / 0

6. 2013 SUMMER OPPORTUNITIES SUPPLEMENTAL CONTRACT

Name	Assignment	Rate
Kish, Jim	Director	\$4,250

Retire/Rehire resolution

To authorize and direct the Treasurer to place a notice in the Maple Leaf no later than June 16, 2013 which reads substantially as follows:

The West Geauga Local School District Board of Education hereby gives public notice in accordance with Section 3307.353 of the Ohio Revised Code that Deborah Burns, who is currently employed by the Board of Education as an intervention specialist, will be retired and seeking re-employment with the West Geauga Local School District in the same position following her service retirement.

The Board of Education will hold a public meeting on the issue of re-employing the above-named person at a meeting to be held on July 22, 2013 at 8:00 a.m. at the West Geauga Middle School Community Room located at 8611 Cedar Road, Chesterland, Ohio.

To approve the following school sponsored trips

Varsity, Junior Varsity, and freshmen basketball teams to Youngstown State University June 21, 2013-June 23, 2013

Varsity basketball team to Olentangy High School July 12, 2013-July 14, 2013 OR July 19, 2013-July 21, 2013

Varsity and Junior Varsity soccer teams to Erie, PA July 22, 2013-July 25, 2013

Roll call: Yes: Beers, Gillmore, Kilroy, Kotowski

Motion carried

2013-067

A motion was made by Mrs. Gillmore, and was seconded by Mr. Kotowski, to approve the following item:

Acknowledge Non-School sponsored trip to Italy. According to policy 2340.02, employees conducting such trips are acting outside the scope of their official responsibilities with the District and the Board accepts no responsibility, does not warrant, guarantee or take any position on the trip, individuals, or organizations associated with the trip.

Roll call: Yes: Beers, Gillmore, Kilroy, Kotowski

Motion carried

Operations Committee

Roof Update

The original project scope included a complete roof replacement, including removal of all existing insulation. With this, all existing exposed fasteners could have been removed as part of the new roof system installation. This work was budgeted by your roofing consultant at \$1,200,000. During the engineering for the roof replacement, and through the use of infra-red scanning of the roofs, it became apparent that much of existing roof insulation was serviceable and did not contain moisture. Roof leaks were primarily the result of roof membrane failures and poor drainage to existing roof hubs. With this in mind, we captured significant savings by keeping the existing insulation in many areas, removing only the damaged or wet insulation, adding more roof drains, adding positive drainage to all roof drains and adding a new membrane over the entire roof. With this in mind, we reduced the project budget to \$1,000,000 in our bidding documents. Unfortunately, when the existing insulation remained, removal of the fasteners was not possible. "Trimming" these fasteners is not recommended, since manufacturers recommend a minimum ¾" embedment for fastener integrity. The total savings for the entire project is over \$550,000 based on our published estimate.

The contractor has also offered, and we have accepted a deduct of \$9,700 to revise details associated with the roof repairs to meet the roofing manufacturers standards. The manufacturer has also added 5 years to the specified 20 year warranty.

A practical solution to eliminating the exposed fasteners would be to install new acoustic tile ceilings in the affected areas, with new, energy efficient lighting. Total cost of this would be about \$123,000. (Lighting replacement at \$3.75p.s.f., acoustic grid and tile installation at \$2.40p.s.f., for a total of \$6.25p.s.f.). The district still realizes an overall savings of nearly \$50,000 in the classroom areas, with the added benefits of new lighting and better acoustics in the classrooms. We are still \$427,000 below the overall project budget.

EPA Update

Mr. Russo has submitted a permit to install or "PTI" to make the main sewage plant compliant with the EPA. This will reduce the number of tanks used and increase efficiency of the system. We are awaiting permission from the EPA and will proceed after receipt. The cost is estimated at \$70,000.

Summer Projects

Mr. Russo has instituted a painting cycle. Five classrooms or "like size area" in each building will be painted each year.

The Middle school gym will have the floor refurbished, along with bulb replacement. Energy efficiency will be increased. Total investment approximately \$8,200 with a five year payback.

Westwood will have the roof project this summer.

The High school basketball court will be resurfaced, posts painted, new backboards and hoops – cost approximately \$6,500

The High school Room 124 will have tuck pointing on the North and West walls to address water issues

Additional asphalt, seal coating and concrete work will take place

Food Service Update

Increasing Participation

- **Limit a la carte choices**
Reimbursable meals are a win/win on both ends. WG receives the reimbursement dollars & more entitlement for food the next school year. SB 210, which tightened a la carte choices last summer, has made it very difficult to sell any competitive foods & beverages a la carte. SB 210 trumps the NSLP. This information was very vague & even undetermined after speaking to consultants at the ODE at the beginning of the school year.
- **Start a cashless system at West Geauga School**
The HS students especially hang on to their lunch cash for other expenses. This would also greatly speed up the lunch line. An online parent survey can be conducted on the school website to get parent feedback.
- **Monthly promotions**
Cook-outs, theme meals, competition between buildings for highest lunch participation, tastings, cooking demonstrations, etc...
- **Cannot compete with the NSLP**
Many reimbursements were lost in SY 12/13. Let the WG Food Service Program provide lunch for: Lunch with a loved one, Grandparents day, pizza parties, field day etc... We can also provide a reimbursable sack lunch on field trip days.
- **Frequent reminders about Free & Reduced paperwork**
Income status can change mid-year. Put a reminder on the WG website.
- Adding "New" compliant choices to the menu.
- Add 1.5 hour cashier to Middle School for a 90 day trial period.

Increasing Revenue

- Host a holiday dinner open to the public. Get volunteers from WG to help. Offer them a dinner for their family.
- Host a family dinner & game-night. Make a simple box-meal, hot dog, chips, drink etc...
- Have a quarterly "Basket Auction". All 4 buildings & CO with a seasonal theme of items purchased or donated from local farms & store owners. Sell tickets to staff. This could be a fun in-house event to help support the WG Foodservice Department.

Reduce Labor & Expenses

- Incorporate Culinary Department at HS & MS with Foodservice program.
- USDA food entitlement is carried over from 12/13. I concentrated on protein last SY. I was able to expand to fruits, vegetables, potato products, canned goods etc... along with sufficient protein to carry us through next school year. The food expenses should be less.

Returning to the National School Lunch Program at the High School

- A la carte, competitive foods & beverage options are in a proposal state awaiting approval. Miss Davis, ODE, Regional Consultant, mentioned to me the new restrictions will be even tighter for SY 13/14.
- West Geauga will receive more Federal dollars for reimbursable meals.
- West Geauga will be offered more entitlement food.
- The reimbursable rates are increasing at a minimum of \$.06 per qualifying meal for the SY 13/14.

Other Items

A recommendation for Property and liability insurance will be made at the next Board meeting

Transportation Department – Have a need for substitute drivers, may need to adjust substitute rates or hire a relief driver (permanent substitute)

Supervisor/Manager situation at Metzenbaum was discussed. Roles of manager and supervisor were discussed. A new supervisor will be hired for the 2013-2014 school year.

Policy Committee

Discussion of Operating Protocol – discussion postponed due to absence of Mrs. Dottore

Long Range Plan

Mr. Palmer discussed the immediate plans for the long range planning process. Mr. Parsons has been working with the chairs to fine tune plans. He will meet with the chairs on Friday, June 14, 2013 to finalize. The entire committee will be invited to hear the presentation on June 19 or 20, 2013.

Executive Session

2013-068

A motion was made by Mr. Beers and was seconded by Mrs. Gillmore, to move into executive session to discuss compensation of a public employee – O.R.C. 121.22 (G)(1)

Roll call: Yes: Beers, Gillmore, Kilroy, Kotowski

Motion carried

Executive session ended at 10:17 p.m.

Open session reconvened 10:18 p.m.

Mr. Beers discussed a performance based compensation plan to be in effect for the 13-14 year as well as an adjustment to this year’s plan to involve all administrators in performance based compensation. The Treasurer’s and Operations Manager contracts are to be acted on at the next Board meeting.

A motion was made by Mr. Kilroy and was seconded by Mr. Kotowski, to adjourn the meeting at 10:25 p.m.

Roll call: Yes: Beers, Gillmore, Kilroy, Kotowski

Motion carried

Board President

Treasurer