

West Geauga Board of Education
Monday, February 10, 2014
7:00 p.m.
West Geauga Middle School Cafeteria

Roll Call

Board President Kilroy called the meeting to order at 7:01 p.m. with the following members present:

Mrs. Dottore, Mr. Kilroy, Mr. Kotowski, Dr. Phelps and Mr. Thoreson

The Pledge of Allegiance was led by Mr. Kilroy.

Approval of Agenda

2014-037

A motion was made by Mr. Thoreson and seconded by Dr. Phelps, to approve the agenda as amended:

1. Add new section VIII Financial Recommendations
2. Remove Executive Session Item A

Roll call: Yes: Mrs. Dottore, Mr. Kilroy, Mr. Kotowski, Dr. Phelps and Mr. Thoreson
Motion carried

Remarks of the Public

Debbie Stilen—Spoke in favor of open enrollment: What is objection of bringing money into the district?

Daniel Kitz, high school student—Spoke in favor of keeping open enrollment

Paul Danotto—Spoke against open enrollment

Mike Paskowski, kindergarten parent—Requests eliminating tuition

High school student Monaco—Spoke in support of open enrollment

Holly Crawford, area realtor and high school student parent—Supports open enrollment

Bill Beers—Spoke regarding \$9,000,000 cash balance and asked Treasurer to suggest cash reserve policy

Dustin Juiseness, open enrollment high school student—Questioned the impact of sports competitiveness and the financial support impact

Jeanie Jefferson, resident and 6th grade parent—Spoke against open enrollment and stated it is not fair to have a non-resident student bump resident student in sports and academics

Joe Miller, adult Russell Township resident—Asked the number of open enrollment students from Russell Township and the amount of money that is following these open enrollment students. He questioned the percentage of tax dollars paid and the percentage of students

Tara Doorson, non-resident high school student—Supports open enrollment

New Business

Discussion of Alumni Association

Brenda Harriss presented an update.

Technology for Second Grade

Nancy Benincasa presented the following report:

West Geauga Local Schools
 Technology Presentation Options for the Board of Education
 February 4, 2014

OPTION #1: As presented to the Board of Education 02.03.13

Current Building/Enrollment	Current 1:1 Options	1:1 Capacity Including Desktop Numbers	Testing Capacity	Need	Cost Estimate
HIGH SCHOOL 840 (234 Seniors)	195 devices 75 Desktops; 120 Chromebooks (4 Carts)	840:195 23% If you look at "centers" not devices 21%	606:195 32%	Immediate 4 Chromebook Carts 606:315 51.9%	Chromebook: \$279 Cart: \$2600 \$10,970 X 4 = \$43,880
MIDDLE SCHOOL 543	218 devices 76 Desktops; 120 Chromebooks (4 Carts)	543:218 40%	543:218 40%	Immediate 2 Chromebook Carts 543:278 51.2%	Chromebook: \$279 \$10,970 X 2 = \$21,940
ELEMENTARY 801	LN: 317 WW: 348	LN 380:317 WW 421:348 LN 83.4% WW 82.6%	3-5 th Grades 1:1 100%	Immediate 180 Keyboards	\$57.50/180 \$10,350

OPTION 2: **Original Plan + 2 additional Chromebook Carts... concern utilizing ALL testing days \$65,820**
 How can we allow for accommodations for special education students?
 Concern over the allowable additional time for all students.
 Loss of instruction time for the prolonged testing calendar (20 instruction days)

HIGH SCHOOL MOCK PARCC SCHEDULE

English I	English I	English I	English II	English II	English II	English III	English III	English III	Physical Science Govt
Alg I	Alg I	Alg II	Alg II	Geo	Geo	Amer History	Biology 10 sections		

OPTION 3: **Add 11 Chromebook Carts...concern = cost \$120,670**
 Testing schedule is optimal. Grade level students will take only one test per day with multiple grade levels testing simultaneously.
 Concern over bandwidth/internet coverage throughout the building... there are weak spots in EACH building that will have to be addressed.

HIGH SCHOOL MOCK PARCC SCHEDULE

English I Alg II (17)	English I Alg II	English I Govt 13	English II Alg I 16	English II Alg I	English II	English III Geo (17)	English III Geo	English III	
Physical Sc	Amer Hist	Biology							

Additional Costs:

1. Wireless Access Points: To increase wireless throughout each of the 4 buildings
WIFI Analysis for dead zones & estimates per building are necessary
Cost - \$30,000 per building... Total Cost \$120,000 (This number is a rough estimate)
2. Teacher 1:1: In order to imbed technology in the classroom via instruction, it is imperative to put technology into staff hands so that they utilize in order to frame how it might benefit classroom instruction delivery, sharing content with and receiving content from students, student product.
Dell Laptop Cost: \$850... Model Number E5530 Total Cost \$128,350 –OR–
Chromebooks: \$279 Total Cost \$42,129

Timetable Moving Forward:

	Dates	Item	Associated Cost
PHASE I: PARCC Readiness	Spring 2014	Elem iPad Keyboards	240 X 57.50= \$13,800
		Chromebook Carts	Option 1 = \$65,820 Option 2 = \$120,670
PHASE II: Wireless Access	Summer 2014	Increase wireless capacity in each building	\$30,000 x 4 = \$120,000
PHASE III: Continue 1:1 Sixth Grade	Fall 2014	Continue to work toward the 1:1 initiative	\$279 X 190 = \$53,010
PHASE III: Continue Curricular Embedded Tech	January 2015	Teacher laptop 1:1	\$850 X 151 = \$128,350

Current & 5 Year Forecasted Budget For Tech Supplies & Equipment:

	Phases Above Cost	Additional Sources of Funds
To Date: \$27,352.91 (Encumbered \$12,610)	Phase I: Option 1: \$79,620 Option 2: \$134,470	
2015: \$150,000	Phase II: \$120,000	
2016: \$150,000	Phase III: \$181,360	

Review of Organizational Meeting Relating to Work Sessions

No new discussion.

Grant Status Update

Straight A Grant update was provided by Nancy Benincasa and Brenda Harriss.

Discussion on Medical Personnel

No discussion.

Discussion of Board iPads/Google Drive

Superintendent Palmer provided an update.

Discussion of Board Retreat Dates/Times/Topics

No discussion

Discussion of Policy on Legal Fees

At this time Mr. Kotowski presented the following:

A Resolution on Controlling Legal and other Professional Services Expenses

- 1.) The Board may authorize Board member(s) by a majority vote to use Legal Services, and/or other Professional Services billed on a time based method of compensation. The Board President shall confirm the authorized use of such services to the appropriate provider in a timely manner. This authorization shall include the topics to be discussed and the budget set by by the Board.
- 2.) In the event that a vote by the Board authorizing the use of such services is not possible because, in the judgement of the Board President, time is of the essence, the Board President shall have sole discretion to authorize board member(s) use of such services.
- 3.) All Board members using such services shall communicate with the provider via email whenever possible.
- 4.) All inquiries shall be cc'ed via email to all Board members, the Superintendent and the Treasurer by the Board member making the inquiry, and responses shall be cc'ed via email by the provider to all Board members, the Superintendent and the Treasurer.
- 4.) In the interest of confidentiality, the Superintendent and the Treasurer may choose not to reveal the content of their communication with Legal Counsel to the Board. A majority vote by the board to deny confidentiality on a case-by-case basis shall be needed to override such a decision.
- 5.) The Treasurer shall pay only for such services to Board members that conform to the above policy. A majority vote by the board to authorize payment shall override such decision(s).

6.) The Treasurer is hereby directed to send a notification in a timely manner to all entities covered by these guidelines that the the above guidelines must be met in order to receive compensation, and that invoices must state the name of the person for whom the service was provided, issue discussed, amount of time billed and date on which the service was provided.

Informative Reports

Superintendent's Report

Superintendent Palmer recognized the hockey team as the 2013-2014 Barron Cup III Champions.

All-Day Kindergarten -as I shared at the February 3 meeting, administrative staff has been researching a proposal to implement All-Day Kindergarten (ADK) for **all** students in the fall of 2014. There is significant research pointing to the academic benefits of ADK, building a strong base of knowledge needed for success.

Additionally, ADK will provide our staff with additional contact time, allowing them the opportunity to identify and address learning issues earlier **in** the educational process ,focusing resources more directly at student needs.

The state has changed its kindergarten funding model, providing full per pupil funding for students attending kindergarten all-day. This change alleviates one of the major concerns districts have faced when considering the move to ADK..finances.

Based on our current KG registrations and projections for any possible open enrollment, it appears we would need to have 4-Ssections of KG to meet the needs of this programming. It could be possible the increased staff needs at KG could offset potential staffing reductions due to declining enrollment numbers.

Open Enrollment-Attached to this report is a document showing the Open Enrollment Guidelines developed through conversations with the Board of Education for this school year. Additionally, there are notes indicating possible decreases in the grade level capacities at each level- elementary, MS and HS. These decreases move the capacities back to the levels originally agreed to by the BOE for Grade 2, which was slightly increased to accommodate returning students. Additionally, the increases at the MS and HS level is moved back to the 2012 number, as no current enrollment approaches the lower capacity.

Also attached is a document from the Pupil Personnel Department showing our enrollment numbers this year, broken into resident and open enrolled students.

With our scheduled March enrollment period, Board discussion and direction on this issue is needed.

The West Geauga Board of Education will permit the enrollment of students who are residents of other school districts in Ohio. Students wishing to enroll in the West Geauga Local Schools may do so within the scope of the policies and regulations adopted by the West Geauga Board of Education as pertaining to Policy 5113- Inter-District Open Enrollment.

The following guidelines for the enrollment of students are based upon criteria established by the schools' administration in conjunction with recommendations of the Ohio Department of Education. These guidelines are consistent with applicable sections of the Ohio Revised Code.

1. Beginning on February 15 information will be provided upon request to parents in other districts about the open enrollment program.
2. The enrollment period for open enrollment is between March 1 and March 31. Requests will be acted upon (approved or denied) during April, with parental acceptance of transfer on or before May 10. By the first Monday in July, any applicant that has been notified of acceptance must have completed the registration process or attendance will be denied. If grade, building, and program capacities have not been exceeded, enrollment privileges may be extended by the superintendent and/or designee until capacity has been met.
3. No open enrollment will be permitted if the enrollment being requested exceeds the following:
 - a) Grades K,1: 135 per grade level
 - b) Grade 2: 140 per grade level
 - c) Grades 3-5: 145 per grade level
 - d) Grades 6-12: 225 per grade level
 - e) Grades K-12: Special Education-6 less than state maximum

The Board reserves the right to reduce these capacities as necessary in cases of unusually low resident enrollment at grade level(s).

4. No student, once accepted by the West Geauga Board of Education, will be displaced during that year should enrollment exceed the above stated limits. All approved enrollments are in effect for the current school-year only and may be discontinued at the discretion of the participating board of education in subsequent years.
5. Applications shall be considered on a first-come, first-served basis (date/time of receipt) with an assurance that the following order for placement will be followed:
 - a) West Geauga resident students will not be displaced.
 - b) Students currently attending the West Geauga Local School District pursuant to the inter-district open enrollment policy.
 - c) Students who are members of the same family unit (brother/sisters) of students who attend West Geauga Local School District pursuant to the inter-district open enrollment policy.
 - d) First-time open enrollment students.
6. Enrollment will be denied to students who have been suspended or expelled for 10 consecutive days in the current term or the immediately preceding term.
7. Open enrollment may be discontinued at the discretion of the West Geauga Board of Education.

Revised 04/2013

ADDITIONAL REGULATIONS INCLUDE:

1. Athletics

It is the responsibility of each student who is accepted in the open enrollment program and who desires to participate in the inter-scholastic athletic competition to take all necessary steps and present evidence of such to the Superintendent that he/she has met all standards of the Ohio High School Athletic Association. Students will not be permitted to participate in practices until proper eligibility is determined.

2. Bus Transportation

The West Geauga Local Schools will provide transportation to open enrolled students provided pick-up or drop-off occur at established bus stops within the boundaries of the District.

3. Graduation Credits

The Board will accept all credits toward graduation from enrolled students who are residents of the State of Ohio. Any student who expects to graduate from the West Geauga Local School District must meet all graduation requirements established in the policy by the West Geauga Board of Education.

4. Provision of Information

In compliance with ORC 3313.98, the West Geauga Board of Education will provide information regarding open enrollment policies and guidelines, upon request, to boards of education of any other school district or to the parent of any student in the State of Ohio.

5. Special Education Services

Pursuant to ORC 3313.98, the Board may deny enrollment of a special education student who is a resident of another school district in Ohio and who requires services which are not available in the District.

6. Title I Services

Students living in the district and receiving Title I services may not be excluded by an applicant from another district.

7. Non-discrimination

In compliance with ORC 3313.98, the Board will enroll students without differentiation on the basis of academic, athletic, artistic, or extracurricular activity, or proficiency in English. No person on the basis of race, color, creed, national origin, sex, or disability will be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program.

LINDSEY	Residents/ Consortium	Open Enrolled	FINAL COUNT
KG Half Day	18	4	22
KG Full Day (Tuition-based)	21	1	22
1	44	2	46
2	68	3	71
3	65	3	68
4	76	0	76
5	63	12	75
Total	355	25	380

WESTWOOD	Residents/ Consortium	Open Enrolled	FINAL COUNT
KG Half Day	18	2	20
KG Full Day (Tuition-based)	33	11	44
1	63	6	69
2	64	7	71
3	65	6	71
4	66	6	72
5	68	6	74
Total	377	44	421

ELEMENTARIES	Residents/ Consortium	Open Enrolled	FINAL COUNT
KG Half Day	36	6	42
KG Full Day (Tuition-based)	54	12	66
1	107	8	115
2	132	10	142
3	130	9	139
4	142	6	148
5	131	18	149
Total	732	69	801

MIDDLE SCHOOL	Residents/ Consortium	Open Enrolled	FINAL COUNT
6	151	12	163
7	161	26	187
8	164	32	196
Total	476	70	546

HIGH SCHOOL	Residents/ Consortium	Open Enrolled	FINAL COUNT
9	151	30	181
10	174	30	204
11	184	25	209
12	216	15	231
23	9	0	9
Total	734	100	834

DISTRICT TOTAL	1942	239	2181
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Standing Committee discussions

Scheduling of Committee Chairperson Meetings

Policy Committee

At this time there was a first reading of policy 2431.01, Creation of New Interscholastic Athletic Teams.

2431.01- CREATION OF NEW INTERSCHOLASTIC ATHLETIC TEAMS

The Board of Education believes that it is important to maintain a co-curricular activities program sufficiently varied **to meet the wide range-of vocational, recreational, social, and cultural needs and interests of the students.** **The** Board supports the creation of new athletic activities in buildings to meet the interests of students and the **community.**

For purposes of this policy, the program of interscholastic athletics shall include all activities relating to competitive sport contests, games, events or sport exhibitions involving individual students or teams of students of this District with any schools outside this District.

A. Procedure for Implementation

1. A new sport team in a building must achieve club status for three (3) consecutive years prior to consideration for receiving Board approval as a school-sponsored interscholastic sport.
2. The appropriate athletic director and building principal must review the Club Evaluation (see Section C).
3. There must be recommendation by the building principal to the Superintendent and Board of Education (see Section D).
4. Board approval.

B. Approval of Club Status

For purposes of this policy those teams considered on "club status" must adhere to the following:

1. must be a sport approved or considered by O.H.S.A.A. or a sport being considered by ~~the~~ conference with which West Geauga is affiliated; **A**
2. cannot receive any monetary support from the school;
3. the coach will be a volunteer; with no compensation from any source except the District may reimburse expenses in the same manner as all similarly situated volunteers.
4. no uniforms will be provided to students by the school;
5. school facilities (indoor/outdoor) can be used as long as the club does not interfere with an existing school-sponsored interscholastic team. The club sponsor must complete necessary building use forms;

6. any and all financial income and obligations shall be processed through a District Activity Account.

Due to their "club status" specifically with respect to Items 2 through 5 above, these teams are not eligible for District-sponsored awards and/or recognition at District-sponsored awards programs.

Requests for club status must be submitted to the principal and contain the following:

1. a statement of purpose and rationale
2. intended outcomes for students
3. number of students participating; numbers of students participating should meet minimal numbers appropriate for a specific athletic team
4. plan of operation: facilities to be used, availability of games, scheduling arrangements, timeline for existence of the club
5. person in charge (responsibilities to be addressed include scheduling of transportation, officials, facility set-up, preparation of schedule and re-scheduling events, student physical exams, event supervision)

The principal will review each request and either reject or approve.

c. Club Evaluation

Annually the person in charge shall submit a report that will cover the following items no later than one (1) month after the conclusion of the season to the appropriate school Athletic Director:

1. number of participants completing entire season
2. budget-defining costs involved/where money was allocated
3. inventory
4. number of contests completed, dates of competitions, and listing opponents
5. reasons for any cancelled games or competitions
6. any other information requested by the Athletic Director

Failure to submit a report will result in a break of consecutive years and may result in loss of club status.

For approved clubs, an annual review for three (3) consecutive years will be conducted by the appropriate school athletic Director. The evaluation will **examine:**

1. if the sport is approved or considered by O.H.S.A.A. or if the sport is being considered by the conference with which West Geauga is affiliated;
2. if sufficient interest exists to satisfy numerical requirements to create a new team;
3. Board costs of creation of a new interscholastic team (coach/es salaries, uniforms, equipment, facility costs, officials, etc.);
4. availability of practice and contest facilities;
5. scheduling possibilities:
 - a. middle school- conference
 - b. high school-conference and nonconference
6. availability of qualified coaches, Officials, and additional Athletic Director's;
7. availability of transportation;
8. availability of locker room and lockers;
9. feasibility of Board financing for three (3) to five (5) years.

D. Recommendation to Administration/Approval for New Interscholastic Teams

1. Upon collection of such information, the athletic director shall discuss with the principal such findings.
2. The principal shall then make a recommendation to the Superintendent, along with providing a rationale for his/her decision, to approve/disapprove creation of a new interscholastic athletic team.
3. Creation of new programs of interscholastic athletics must receive Board approval.

E. Guidelines for New Interscholastic Athletic Teams

The following guidelines apply to new interscholastic athletic teams/participants/coaches:

1. Adherence to District/Building/Conference athletic policies.
2. Compliance with financial and bookkeeping controls established in conformance with the recommendations of the state Auditor.

3. Student participation must satisfy the academic, attendance, and behavioral guidelines of the school, District, athletic conference, and O.H.S.A.A.
4. Completion of any reports required by the District, principal, conference, O.H.S.A.A. or building athletic policies and guidelines.

F. Eligibility Status for Approved Club Teams Not Granted Interscholastic Status After Implementation Period

After three (3) years approved clubs which are not granted status as an interscholastic team but have followed the guidelines set forth in letter C of this policy will be eligible for the following:

1. Participation in all school-sponsored seasonal sports recognition programs.
2. Club athletic letters based on criteria specific to each individual sport.
3. School-sponsored transportation to and from athletic contests

IMPLEMENTATION OF THIS POLICY SHALL BE IN FULL COMPLIANCE WITH ALL REQUIREMENTS OF TITLE IX.

2014-038

A motion was made by Mrs. Dottore and was seconded by Dr. Phelps amend the agenda to waive the second and third reading of policy 2431.01, Creation of New Interscholastic Athletic Teams.

**Roll call: Yes: Mrs. Dottore, Mr. Kilroy, Mr. Kotowski, Dr. Phelps and Mr. Thoreson
Motion carried**

2014-039

A motion was made by Mrs. Dottore and was seconded by Mr. Kotowski to waive the second and third reading of policy 2431.01, Creation of New Interscholastic Athletic Teams.

**Roll call: Yes: Mrs. Dottore, Mr. Kilroy, Mr. Kotowski, Dr. Phelps and Mr. Thoreson
Motion carried**

2014-040

A motion was made by Mr. Kotowski and was seconded by Dr. Phelps to adopt policy 2431.01 Creation of New Interscholastic Athletic Teams.

**Roll call: Yes: Mrs. Dottore, Mr. Kilroy, Mr. Kotowski, Dr. Phelps and Mr. Thoreson
Motion carried**

Financial Recommendations

A motion was made by Mr. Kilroy and seconded by Mrs. Dottore, to purchase second grade student computers using the current General Fund up to \$27,350.

**Roll call: No: Mrs. Dottore, Mr. Kilroy, Mr. Kotowski, Dr. Phelps and Mr. Thoreson
Motion failed**

2014-041

A motion was made by Mr. Kilroy and seconded by Mrs. Dottore, to amend the 2013-2014 General Fund appropriations to increase Instructional Technology in the amount of \$150,000.

**Roll call: Yes: Mrs. Dottore, Mr. Kilroy, Mr. Kotowski, Dr. Phelps and Mr. Thoreson
Motion carried**

Announcement of Next Board Meeting

Regular Meeting

February 24, 2014

Middle School Community Room

8611 Cedar Road

Chesterland, Ohio 44026

2014-042

A motion was made by Mr. Kilroy and was seconded by Mrs. Dottore to move into executive session to Discuss Pending or Imminent Court Action O.R.C. 121.22 (G)(3) and Employment of a Public Official O.R.C. (G)(1). Time: 9:58 p.m.

**Roll call: Yes: Mrs. Dottore, Mr. Kilroy, Mr. Kotowski, Dr. Phelps and Mr. Thoreson
Motion carried**

Executive session adjourned at 11:13 p.m.

Open session reconvened at 11:13 p.m.

A motion was made by Mrs. Dottore and was seconded by Mr. Thoreson to adjourn the meeting at 11:13 p.m.

**Roll call: Yes: Mrs. Dottore, Mr. Kilroy, Mr. Kotowski, Dr. Phelps and Mr. Thoreson
Motion carried**

Board President

Treasurer