

**WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION MINUTES**

**Wednesday, January 26, 2005 – 5:30 p.m. – Regular Meeting
Administration Building – Board Room
27200 Hilliard Blvd.**

Tentative Agenda – Items may be added or deleted prior to meeting.

Call to Order: Time: 5:34 p.m.

A. Action Items

1. Resolution to Appoint New Board Member Exhibit A-1
2. Swearing In of Board Member Exhibit A-2-a
 - a. Oath of Office

Roll Call:

Mrs. D’Ettorre Wargo	<u>Present</u>
Ms. Rocco	<u>Present</u>
Mr. Beal	<u>Present</u>
Mr. O’Malley	<u>Present</u>
Mr. Smanik	<u>Present</u>

Pledge of Allegiance: President D’Ettorre Wargo led the assembly in the Pledge of Allegiance.

Acknowledgment of Visitors: President D’Ettorre Wargo welcomed all visitors in attendance.

Approval of Agenda

Motion by Mr. O’Malley
Seconded by Ms. Rocco

Roll Call Vote:

Mrs. D’Ettorre Wargo	<u>AYE</u>
Ms. Rocco	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O’Malley	<u>AYE</u>
Mr. Smanik	<u>AYE</u>

*Hearing of Public (15 Minutes) Agenda Items

- Connie Mohar petitioned the Board to consider the installation of a paved path to Burneson Middle School from Capel Vale.
- O’Malley: The District should consider this request review the particulars with respect to this project.

B. Approval of Minutes

1. Work Session Meeting of December 2, 2004
Motion by Mr. O’Malley
Seconded by Mr. Beal

Roll Call Vote:

Mrs. D’Ettorre Wargo	<u>AYE</u>
Ms. Rocco	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O’Malley	<u>AYE</u>
Mr. Smanik	<u>AYE</u>

2. Special Meeting of December 9, 2004

Motion by Ms. Rocco
Seconded by Mr. Beal

Roll Call Vote:

Mrs. D’Ettorre Wargo	<u>AYE</u>
Ms. Rocco	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O’Malley	<u>ABSTAIN</u>
Mr. Smanik	<u>AYE</u>

3. Regular Meeting of December 16, 2004

Motion by Ms. Rocco
Seconded by Mr. Beal

Roll Call Vote:

Mrs. D’Ettorre Wargo	<u>AYE</u>
Ms. Rocco	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O’Malley	<u>AYE</u>
Mr. Smanik	<u>AYE</u>

C. Special Reports and Recognitions

1. Resolution to Recognize Classified Staff Member
2. Resolution to Recognize Student

Exhibit C-1
Exhibit C-2

D. Financial Task Force Committee Report

- The twelve-member Financial Task Force Committee charged with analyzing District finances and developing cost containment and revenue enhancing strategies presented their report to the Board. (See attached report.)
- D’Ettorre Wargo: Conveyed the Board’s appreciation to the Financial Task Force for their time and service.
- O’Malley: Enjoyed the report and would like the Financial Task Force to continue. The Board needs to explore its options thoroughly.
- Smanik: Feels members of this committee would be eager to serve in the future.
- Rocco: Does the Financial Task Force suggest a levy in 2005?
- Dave Nobiletti (Task Force Member): Yes, there is overwhelming support from the committee to place a levy on the ballot in 2005.
- Dr. Carmelita Thomas (Task Force Member): There is a clear need for a levy, but she is concerned about the communication of school finances and potential confusion between bond and operating levy issues.

- Rocco: Does the Financial Task Force endorse the District developing a formal communications plan?
- Beal: Thanked the Financial Task Force for their time and their list of suggestions and the Board will certainly take under advisement.

E. Treasurer's Report/Recommendations

1. Action Items

- a. Resolution to Accept Funds Exhibit E-1-a
- b. Resolution to Establish FY05 Appropriations Exhibit E-1-b
- c. Resolution to Adjust FY05 Appropriations Exhibit E-1-c
- d. Resolution to Authorize Treasurer to Advance Funds Exhibit E-1-d
- e. Resolution to Approve Revised Student Activity Purpose Statement and Budget Exhibit E-1-e
- f. Resolution to Withhold Consent for the Remission of Taxes, Penalties and Interest on an Application for Real Property Tax Exemption File Under Section 3 of Sub. H.B. 362 of the 125th General Assembly Exhibit E-1-f

F. CAC Report – None.

G. New Business

1. Action Items

- a. Resolution to Accept Gifts and Contributions Exhibit G-1-a
- b. Resolutions to Approve Staff Recommendations
 - 1. Resolution to Approve Certificated Substitute Teachers Exhibit G-1-b-1
 - 2. Resolution to Approve Reclassification of Certificated Staff Members Exhibit G-1-b-2
 - 3. Resolution to Approve Certificated and Non-Certificated Resignations and Supplemental Contracts Exhibit G-1-b-3
 - 4. Resolution to Approve Substitutes, Temporary Appointment, Employment and Return to Work for Classified Staff Members Exhibit G-1-b-4
 - 5. Resolution to Approve Project Link Employment Exhibit G-1-b-5
- c. Resolutions to Approve Agreement for Admission of Tuition Pupils Exhibit G-1-c
- d. Resolution to Approve Agreement for Energy for Education Program II and Energy for Education Program II Purchase Contract Exhibit G-1-d
- e. Resolution to Approve Job Description of Westlake City Schools Performing Arts Center Coordinator Exhibit G-1-e
- f. Resolution to Approve Salary Schedule of Westlake City Schools Performing Arts Center Coordinator Exhibit G-1-f
- g. Resolution to Approve Employment for Support Staff Member Exhibit G-1-g
- h. Resolution to Approve Sunday Building Use Exhibit G-1-h

2. Discussion Items

- a. Second Reading of Board of Education Policy KG-E2 – Performing Arts Center User License Agreement (new)
 - 1) Resolution to Adopt New Board of Education Policy KG-E2 Exhibit G-2-a-1

- b. Second Reading of Board of Education Policy KG-R2 – Performing Arts Center Rental Procedures (new)
 - 1) Resolution to Adopt New Board of Education Policy KG-R2 Exhibit G-2-b-1

H. Director of Business Affairs Report

Gary Slocum reported on the following District projects:

- Performance Arts Center opening date is still on target.
 - Contractors' initial walk-through will be completed this week.
 - TV studio equipment will be installed next week.
- There was a food service inservice on January 18th from the Ohio Department of Education.
- The District will analyze the nutritional content of their lunches.

Beal: Inquired as to the status of the Dover parking lot.

Slocum: The lot is to be plowed and cold patch put down.

Beal: Should the Board look at maintenance of all buildings?

Wargo: This would be an ideal item for the Board's upcoming retreat.

Rocco: Requested the Athletic Director update student records and award banners.

Wargo: Voiced concern over cleanliness and color scheme of the high school.

Beal: He noted some lighting concerns at the high school.

O'Malley: Board should appoint a facilities task force consisting of parents and staff.

I. Director of Curriculum & Instruction Report

Ray Conti reported on the following District initiatives:

- Working on Pacing guides and assessment for language arts and math.
- Other districts are coming to Westlake to observe the District's math and reading curriculum.

J. Board Items

- 1. Resolution of Appreciation Exhibit J-1

Wargo: The Board retreat will be held in three mini-sessions on February 11th, February 18th, and March 4th from 3:00 – 5:00 p.m.

O'Malley: Asked Mr. Slocum about a transportation issue and whether or not the TAC committee is to be reconvened.

K. *Meeting Open to Public (15 Minutes)

- Gretchen Herzberger feels the District should involve students in the building maintenance task force.

L. Information Items

- a. Letter to State Department of Education

M. Executive Session – Personnel

No Executive Session was held.

January 26, 2005
05-45

N. Adjournment

President D'Ettorre Wargo adjourned the meeting at 7:02 p.m.

President

Treasurer

*The public may address the Board during the periods of the meeting designated for public participation. Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time allotted is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. The period of public participation may be extended by a vote of the majority of the Board present and voting.

EXHIBIT A-1
RES. #05-27

RESOLUTION TO APPOINT NEW BOARD MEMBER

RESOLVED THAT
the Westlake Board of Education approves the appointment of Thomas Smanik to the Board of
Education effective immediately.

Motion by Ms. Rocco

Seconded by Mr. Beal

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

January 26, 2005
05-47

EXHIBIT A-2-a

OATH OF OFFICE OF BOARD MEMBER

THOMAS SMANIK

I, Thomas Smanik, do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Ohio; and that I will faithfully and impartially discharge my duties as BOARD OF EDUCATION MEMBER in and for the Westlake City School District, Cuyahoga County, Ohio, to the best of my ability, and in accordance with the laws now in effect and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.

/s/ Thomas Smanik
Signature of Board Member

Sworn to and subscribed before me, January 26, 2005.

/s/ Mark Pepera
Signature of Oath Administrator

EXHIBIT C-1
RES. #05-28

RESOLUTION TO RECOGNIZE CLASSIFIED STAFF MEMBER

RESOLVED THAT
the Westlake Board of Education recognizes and congratulates Mike Besu for being named the
2004 Cuyahoga County Boys Soccer Coach of the Year by The Plain Dealer.

Motion by Mr. Beal

Seconded by Ms. Rocco

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

January 26, 2005
05-49

EXHIBIT C-2
RES. #05-29

RESOLUTION TO RECOGNIZE STUDENT

RESOLVED THAT
the Westlake Board of Education recognizes and congratulates Josh Grossman for being named
the 2004 Cuyahoga County Boys Soccer Player of the Year by The Plain Dealer.

Motion by Mr. Beal

Seconded by Ms. Rocco

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

RESOLUTION TO ACCEPT FUNDS

RESOLVED THAT
the Westlake Board of Education accept the following funds:

<u>State Funds</u>	<u>Amount</u>	<u>Fund</u>	<u>Special Cost Center</u>
OhioReads Building Volunteer Coordinator Grant 2004-2005	\$8,000.00	459	9059

Motion by Mr. Beal

Seconded by Mr. Smanik

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

RESOLUTION TO ESTABLISH FY05 APPROPRIATIONS

RESOLVED THAT
the Westlake Board of Education establish the following FY05 appropriations:

OHIOREADS BUILDING VOLUNTEER COORDINATOR GRANT 2004-2005

Account	Amount
459-2200-400-9059 Purchased Services	\$8,000.00

EDUCATION MANAGEMENT INFORMATION SYSTEM FY 2005

Account	Amount
432-2900-100-9445 Salaries and Wages	\$8,200.00
432-2900-200-9445 Benefits	\$5,800.00

Motion by Mr. Beal

Seconded by Mr. Smanik

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

EXHIBIT E-1-c
RES. #05-32

RESOLUTION TO ADJUST FY05 APPROPRIATIONS

RESOLVED THAT
the Westlake Board of Education adjust the following FY05 appropriations:

GENERAL FUND

Account	From	To	Difference
001-1100-500 Gen. Instruction-Supplies	\$426,156.99	\$425,039.86	(\$1,117.13)
001-1100-600 Gen. Instruction-Equipment	\$85,041.31	\$85,834.09	\$792.78
001-1200-400 Spec. Instruction-Purchased Services	\$2,331.95	\$2,332.21	\$0.26
001-1300-500 Vocational Instruction-Supplies	\$6,174.79	\$6,499.14	\$324.35
001-2200-400 Support Services Instruct.-Purchased Ser.	\$184,489.85	\$184,689.85	\$200.00
001-2200-500 Support Services Instruct. Staff-Supplies	\$115,138.67	\$114,521.67	(\$617.00)
001-2200-600 Support Services Instruct. Staff-Equip	\$640.33	\$1,057.33	\$417.00
001-2400-400 Admin-Purchased Services	\$354,892.44	\$354,568.61	(\$323.83)
001-2500-400 Fiscal-Purchased Services	\$28,375.00	\$28,373.25	(\$1.75)
001-2600-400 Business-Purchased Services	\$103,600.00	\$103,925.32	\$325.32
001-2700-500 Maintenance-Supplies	\$214,850.00	\$216,133.32	\$1,283.32

EXHIBIT E-1-c
(Continued)

001-2800-500 Transportation-Supplies	<u>\$289,200.00</u>	<u>\$287,916.68</u>	<u>(\$1,283.32)</u>
Total	\$1,810,891.33	\$1,810,891.33	\$0.00

BOND RETIREMENT

Account	From	To	Difference
002-6100-810-9002 Repayment of Debt-Redemption	\$4,380,502.50	\$3,685,391.25	(\$695,111.25)
002-6100-820-9002 Repayment of Debt-Interest	<u>\$0.00</u>	<u>\$695,111.25</u>	<u>\$695,111.25</u>
Total	\$4,380,502.50	\$4,380,502.50	\$0.00

OHIO SCHOOLNET PROFESSIONAL DEVELOPMENT FY 2004

Account	From	To	Difference
452-1100-100-9952 Salaries and Wages	\$2,131.94	\$0.00	(\$2,131.94)
452-2100-200-9952 Benefits	\$114.21	\$0.00	(\$114.21)
452-1100-400-9952 Instruction - Purchased Services	\$0.00	\$446.15	\$446.15
452-2200-400-9952 Support Services Purchased Services	<u>\$0.00</u>	<u>\$1,800.00</u>	<u>\$1,800.00</u>
Total	\$2,246.15	\$2,246.15	\$0.00

EXHIBIT E-1-c
(Continued)

SCHOOLNET PLUS GRADE 7 FY 2005

Account	From	To	Difference
450-1100-500-9456 Supplies and Materials	\$0.00	\$1,948.88	\$1,948.88
450-1100-600-9456 Equipment	<u>\$36,225.00</u>	<u>\$34,276.12</u>	<u>(\$1,948.88)</u>
Total	\$36,225.00	\$36,225.00	\$0.00

IDEA PART-B FY 2004

Account			
516-1200-500-9604 Special Instruction Supplies & Materials	\$0.00	\$1,395.54	\$1,395.54
516-2200-100-9604 Salaries and Wages	\$305.70	\$0.00	(\$305.70)
516-2200-200-9604 Benefits	\$3,812.81	\$3,744.56	(\$68.25)
516-2200-400-9604 Support Services Purchased Services	<u>\$1,107.00</u>	<u>\$85.41</u>	<u>(\$1,021.59)</u>
Total	\$5,225.51	\$5,225.51	\$0.00

IDEA PART-B FY 2005

Account			
516-3200-400-9605 Non Public Purchased Services	\$101,628.70	\$100,655.70	(\$973.00)
516-3200-500-9605 Non Public Supplies and Materials	<u>\$0.00</u>	<u>\$973.00</u>	<u>\$973.00</u>
Totals	\$101,628.70	\$101,628.70	\$0.00

EXHIBIT E-1-c
(Continued)

IMPROVING TEACHER QUALITY FY 2004

Account	From	To	Difference
590-1100-100-9004 Salaries and Wages	\$0.00	\$574.58	\$574.58
590-2200-400-9004 Purchased Services	\$553.14	\$0.00	(\$553.14)
590-2200-500-9004 Supplies and Materials	\$0.00	(\$21.44)	(\$21.44)
590-3200-400-9004 Non Public Purchased Services	\$353.40	\$359.49	\$6.09
590-3200-500-9004 Non Public Supplies and Materials	<u>\$6.09</u>	<u>\$0.00</u>	<u>(\$6.09)</u>
Total	\$912.63	\$912.63	\$0.00

LE CHAPERON ROUGE 2003-2004

Account	From	To	Difference
401-3200-500-9904 Supplies and Materials	\$18,630.19	\$8,630.19	(\$10,000.00)
401-3200-600-9904 Equipment	<u>\$5,000.00</u>	<u>\$15,000.00</u>	<u>\$10,000.00</u>
Total	\$23,630.19	\$23,630.19	\$0.00

Motion by Mr. Beal

Seconded by Mr. Smanik

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

EXHIBIT E-1-d
RES. #05-33

RESOLUTION TO AUTHORIZE TREASURER TO ADVANCE FUNDS

RESOLVED THAT
the Westlake Board of Education authorize the Treasurer to advance \$2,415.93 from the General Fund (001) to the Project Link Fund (011).

Motion by Mr. O'Malley

Seconded by Mr. Beal

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

RESOLUTION TO APPROVE REVISED STUDENT ACTIVITY
PURPOSE STATEMENT AND BUDGET

RESOLVED THAT
the Westlake Board of Education approve the following revised Student Activity Purpose Statement and Budget (see attached):

2004-05 REVISED PURPOSE STATEMENT AND BUDGET*

Fund	SCC	Description	Estimated Revenue	Estimated Expenses
200	9580	Student Supply Store – Lee Burneson	\$600.00	\$600.00
200	9601	Peer Advocate Club – Lee Burneson	\$1,100.00	\$1,100.00
200	9611	Student Council – Lee Burneson	<u>\$4,500.00</u>	<u>\$4,400.00</u>
		Total 200 Fund	\$6,200.00	\$6,100.00

*Original copies of Purpose Statements and Budgets are on file in the CFO/Treasurer’s Office.

Motion by Mr. O’Malley

Seconded by Mr. Beal

Roll Call Vote:

Mrs. D’Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O’Malley AYE

Mr. Smanik AYE

EXHIBIT E-1-f
RES. #05-35

RESOLUTION TO WITHHOLD CONSENT FOR THE REMISSION OF TAXES,
PENALTIES AND INTEREST ON AN APPLICATION FOR REAL PROPERTY
TAX EXEMPTION FILED UNDER SECTION 3 OF SUB. H.B. 362 OF THE
125TH GENERAL ASSEMBLY

RESOLVED THAT

the Westlake Board of Education objects to a remission of taxes, penalties and interest for those tax years beyond the regular three-year remission period contained in permanent law under Ohio Revised Code section 5713.081(A).

BE IT FURTHER RESOLVED, that the Westlake Board of Education withholds its consent to any property owner filing an extension application with the tax commissioner under Section 3 of H.B. No. 362 of the 125th General Assembly seeking remission of taxes, penalties and interest beyond the statutory period referred to in the preceding paragraph of this resolution.

Motion by Mr. O'Malley

Seconded by Mr. Smanik

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

RESOLUTION TO ACCEPT
GIFTS AND CONTRIBUTIONS
(ORC 3313.36)

RESOLVED THAT

the Westlake Board of Education accept with gratitude the following donations and in so doing hereby acknowledges the positive and supportive activities of those listed:

Hewlett-Packard Company Mr. Brian Maciag 1620 Mozart Drive Westlake, OH 44145	Donated an HP 4550 HDN Color Laser Jet to the Library at Westlake High School to provide color printing for students and staff to add interest to assignments and to enhance papers and projects.
Conrad's Total Car Care & Tire Center 14577 Lorain Avenue Cleveland, OH 44111	Donated \$1,200.00 to the Athletic Department at Westlake High School to purchase equipment for the Athletic Department.
Mr. and Mrs. Joseph Minotti 1942 Reed's Court Trail Westlake, OH 44145	Donated \$300.00 to Lee Burneson Middle School to underwrite a foreign language activity. Students are "publishing" books they've authored.
Henkel Consumer Adhesives, Inc. c/o Ms. Cathy Wright 32150 Just Imagine Drive Avon, OH 44011-1355	Donated 96 rolls of duct tape (\$326.40 value) and \$200.00 cash to WHBS-TV at Westlake High School. The duct tape rolls will be awarded to 2-3 "Henkel Tough Athletes of the Week" on the <i>Demon Zone</i> . The cash will be used to help purchase a new digital editor for the MX-70 system.
Tops Friendly Market Mr. John Vargo, Manager 1499 Columbia Road Westlake, OH 44145	Donated \$55.00 in bakery and \$85.00 in bottled water during the period July through December 2004 to WHBS-TV at Westlake High School. The bakery was given out during the Halloween and Christmas <i>Demon Zone</i> shows. Bottled water was used for the broadcast crews during football, soccer, volleyball and basketball games.
Westlake United Methodist Church Ms. Ellie Peiffer 27650 Center Ridge Road Westlake, OH 44145	Donated \$125.00 to WHBS-TV at Westlake High School to help purchase a new digital editor for the MX-70 system in the studio.

EXHIBIT G-1-a
(Continued)

Five Seasons Country Club
Mrs. Connie Dunbar
28105 Clemens Road
Westlake, OH 44145

Donated \$1,250.00 to WHBS-TV at Westlake High School to help purchase a new digital editor for the MX-70 system in the studio.

Mark & Karen Schmidt
571 Lindford Drive
Bay Village, OH 44140

Donated \$500.00 to WHBS-TV at Westlake High School to help purchase a new digital editor for the MX-70 system in the studio.

Vivid Jewelers
Mr. Leonard Strnad, Manager
27245 Wolf Road
Bay Village, OH 44140

Donated \$250.00 to WHBS-TV at Westlake High School to help purchase a new digital editor for the MX-70 system in the studio.

David & Susan Pelini
25751 Hilliard Blvd.
Westlake, OH 44145

Donated \$100.00 to WHBS-TV at Westlake High School to help purchase a new digital editor for the MX-70 system in the studio.

Joe's Crab Shack
Mr. Keith Chessy
24940 Sperry Road
Westlake, OH 44145

Donated \$90.00 in t-shirts and hats to WHBS-TV at Westlake High School to award to student athletes on the *Demon Zone* show this fall.

Mr. Jimmy Y. Lee
29798 Schwartz Road
Westlake, OH 44145

Donated \$300.00 in batteries to WHBS-TV at Westlake High School to operate all of the wireless microphones, headsets and lights for winter sports.

Mr. Nabeel Zayed
29757 Hilliard Oak Lane
Westlake, OH 44145

Donated seven cases of Deer Park bottled water to the Student Council at Parkside Intermediate School to sell to staff/students to raise money for Tsunami Relief via the Red Cross.

Westlake Town Criers
P.O. Box 45224
Westlake, OH 44145

Donated \$350.00 to Boys Basketball at Westlake High School to purchase t-shirts.

Eveready Battery Company
Jimmy Lee & Diana Rowan
25225 Detroit Road
Westlake, OH 44145

Donated miscellaneous lab equipment to the Science Department at Westlake High School to prepare solutions for lab activities and allow students to use for advanced lab techniques and experiences.

Motion by Mr. Beal

Seconded by Mr. O'Malley

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

EXHIBIT G-1-b-1
RES. #05-37

RESOLUTION TO APPROVE CERTIFICATED SUBSTITUTE TEACHERS

RESOLVED THAT

the Westlake Board of Education approves certificated substitutes as follow for the 2004-2005 school year, contingent upon full and complete compliance with all State of Ohio and Westlake Board of Education employment eligibility criteria and paid from General Fund unless otherwise noted.

NEW SUBSTITUTES:

Jenny DeSanto
Tonia Trivett
Brigid Scully

Daniel Grace
Nicole Vasu
Gina Anglavar

Jessica Mulroy
Lori Widmer
Jeffrey Kloss

Kelly Rhyner
Ron Wacker

Motion by Mr. Beal

Seconded by Mr. Smanik

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

RESOLUTION TO APPROVE RECLASSIFICATION
OF CERTIFICATED STAFF MEMBERS

RESOLVED THAT
the Westlake Board of Education approves the reclassification of certificated staff members as follows:

Effective 01-01-05:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Step</u>
Christina Abraham	BA	BA+10	1
Shannon Basile	MA+20	MA+30	4
Mindy Clark	MA	MA+10	7

Motion by Mr. Beal

Seconded by Mr. Smanik

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

EXHIBIT G-1-b-3
RES. #05-39

RESOLUTION TO APPROVE CERTIFICATED AND NON-CERTIFICATED
SUPPLEMENTAL RESIGNATIONS AND CONTRACTS

RESOLVED THAT

the Westlake Board of Education approves certificated and non-certificated supplemental resignations and contracts as follow for the 2004-2005 school year, paid from General Fund unless otherwise noted.

RESIGNATIONS:

Jennifer Seighman	Girls High School Asst. Softball Coach
Don Jessie	25% Contract White Team Leader
Mike Wooley	25% Contract White Team Leader
Nancy Rodgers	25% Contract White Team Leader
Nancy Laing Driver	25% Contract White Team Leader

CERTIFIED SUPPLEMENTAL CONTRACTS (In District):

Jennifer Seighman	Girls Middle School Softball Coach	Step 3
Nancy Laing Driver	100% Contract White Team Leader	

NON-CERTIFIED SUPPLEMENTAL CONTRACTS (In District):

Charles Minerd	Advisor for WHS Bowling Club	Step 8
----------------	------------------------------	--------

NOTE: Supplemental contract positions are advertised as required by State Standard OAC-3301-27-01 et. seq. The individuals recommended above were determined to be the most qualified applicants.

Motion by Mr. Beal

Seconded by Mr. Smanik

Roll Call Vote:

Mrs. D'Ettorre Wargo	<u>AYE</u>
Ms. Rocco	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Mr. Smanik	<u>AYE</u>

RESOLUTION TO APPROVE SUBSTITUTES, TEMPORARY APPOINTMENT,
EMPLOYMENT AND RETURN TO WORK FOR CLASSIFIED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves employment, leave of absence, and substitutes for classified staff members for the 2004-2005 school year as follows:

NEW SUBSTITUTES:

Cecelia Baker	Secretary
Steve Maler	Dishwasher, Cashier, Playground Asst., Clerical, Custodial
Cathy Zingale	Clerk/Typist, Secretary, Teacher Asst., Student Attendant, Library Asst., Supervision Asst., Playground Asst., Receptionist
Kelly Marsick	Central Printing Operator

EMPLOYMENT:

Debbie Lukas	Effective:	01/19/05
Dover Cashier	Rate:	Step 1, 2-1/2 Hours/Day

RETURN TO WORK:

Karen Herzberger	Effective:	02/01/05
------------------	------------	----------

Motion by Mr. Beal

Seconded by Mr. Smanik

Roll Call Vote:

Mrs. D'Ettorre Wargo	<u>AYE</u>
Ms. Rocco	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Mr. Smanik	<u>AYE</u>

EXHIBIT G-1-b-5
RES. #05-41

RESOLUTION TO APPROVE PROJECT LINK EMPLOYMENT

RESOLVED THAT
the Westlake Board of Education approves employment of Project Link personnel for the 2004-2005 school year as follows:

Alicia Guyselman Dover Link Leader	Rate: Effective:	Step 0 01-03-05
Julie Moran Bassett Link Leader	Rate: Effective:	Step 0 01-03-05
Suzanah Vujevich Link Leader	Rate: Effective:	Step 0 01-03-05

Motion by Mr. Beal
Seconded by Mr. Smanik

Roll Call Vote:

Mrs. D'Ettorre Wargo	<u>AYE</u>
Ms. Rocco	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Mr. Smanik	<u>AYE</u>

January 26, 2005
05-67

EXHIBIT G-1-c
RES. #05-42

RESOLUTION TO APPROVE AGREEMENT FOR ADMISSION
FOR EXCESS COST FOR HANDICAPPED PUPILS

RESOLVED THAT

the Westlake Board of Education approves the Agreement for Admission for excess cost for Handicapped Pupils to Fairfield County Board of MR/DD for the 2004-2005 school year.

Motion by Ms. Rocco

Seconded by Mr. Beal

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

EXHIBIT G-1-d
RES. #05-43

RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN AGREEMENT
REGARDING THE ENERGY FOR EDUCATION PROGRAM II AND
AN ENERGY FOR EDUCATION PROGRAM II PURCHASE CONTRACT

WHEREAS, the boards of education of certain school districts located in northeastern Ohio established the Ohio Schools Council as a regional council of governments, pursuant to Revised Code Chapter 167 ("Council"), for the purposes of carrying out cooperative purchase programs and promoting cooperative arrangements and agreements among its member school districts and government agencies or private persons; and

WHEREAS, the Council entered into a Settlement Agreement dated March, 1997 with FirstEnergy Corp. ("FirstEnergy") and The Cleveland Electric Illuminating Company ("CEI") establishing an "Energy for Education Program" ("Program I") for eligible school facilities whereby, as more fully described therein, such facilities obtained a ten percent (10%) base rate discount on electricity purchases and provided for the Council to assist in a financing to prepay for electricity purchases that resulted in an additional discount for electricity purchases based upon a 10.06% discount rate; and

WHEREAS, numerous school districts participated in Program I [including the District]; and

WHEREAS, the Council entered into an agreement dated December 2, 2003 with FirstEnergy, CEI, Toledo Edison Company ("TE") and Ohio Edison Company ("OE") to establish the "Energy for Education Program II" for eligible school facilities, (including certain county boards of education and/or mental retardation) whereby such facilities would continue to receive a ten percent (10%) base rate discount on electricity purchases as in Program I, freeze rates for the January 1, 2006 through December 31, 2008 period for eligible facilities and provide for the Council to assist in a financing to prepay for electricity purchases that will result in additional discount for electricity purchases based upon a discount rate that will be the higher of: (a) for OE, 5.8070%,; for CEI, 7.8753%; and for TE, 7.9622%, or (b) 400 basis points above the U.S. Treasury Bond Yields for maturities of 1-, 2-, 3-, 4- and 5- years where each point on the yield curve has an equal weighting; and

WHEREAS, the Board of Education (the "Board") of this School District (the "District"), pursuant to this resolution is stating that it is participating in Program II and desires to authorize the execution and delivery by the District of (i) an Energy for Education Program Purchase Contract (the "Purchase Agreement") between CEI, TE or OE, the District and the Council, or its designee, as payment servicer for the District, pursuant to which the District will purchase substantially all of the electricity it uses for its eligible school facilities through Program II, and (ii) an Agreement Regarding the Electricity Prepayment Purchase Program II between the Council or its designee, and the District (the "Program Agreement"), pursuant to which the District, together with members of the Council and certain others (the "Participants"), will share the administrative and operating costs of the Council in establishing, operating and administering Program II; and

EXHIBIT G-1-d
(Continued)

WHEREAS, the Purchase Agreement and the Program Agreement provide that each Participant will make monthly payments to the Council or its designee and that the rights in such payments will be assigned to Energy Acquisition Corporation II (“Issuer”), the issuer of the bonds, and/or a trustee authorized to exercise trust powers under Ohio law (the “Trustee”) under the terms of a trust agreement to be entered into between the Council, or its designee and the Trustee (the “Trust Agreement”); and

WHEREAS, Program II provides for the Council to assist in arranging for the issuance and sale of securities including, if determined in the best interest of the Council, Certificates of Participation (the “Certificates”) evidencing proportionate interests in the payments by Participants which have been assigned to the Trustee pursuant to the Trust Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE WESTLAKE SCHOOL DISTRICT, COUNTY OF CUYAHOGA, STATE OF OHIO, as follows:

Section 1. The Board authorizes and directs the Treasurer to execute and deliver, in the name of the District and on its behalf, the Purchase Agreement and the Program Agreement, each substantially in the form now on file with this Board, with any changes that are not inconsistent with this resolution and that may be acceptable to the Treasurer whose acceptance shall be conclusively evidenced by the execution of such document by the Treasurer.

Section 2. The Treasurer is authorized and directed to take any and all actions necessary or proper in connection with Program II and to carry out the actions contemplated by the Purchase Agreement and the Program Agreement, including, without limitation, the preparation, execution and delivery of such other documents, certificates and agreements as may be necessary or proper to the above-stated purposes or other agreements not inconsistent with this Resolution or as may be required by the Ohio Revised Code to set forth assurances and representations with respect to the District's ability to meet its obligations under the Purchase Agreement or the Program Agreement.

Section 3. The District acknowledges that the Board of Directors of the Council, or the Issuer or other Council's designee, may decide and approve (i) the aggregate principal amounts, interest rates and principal maturities for the Certificates, (ii) the redemption provisions for the Certificates, (iii) the amount of any reserve fund for the Certificates, (iv) the Underwriter's discount for the Certificates, and (v) any other matters necessary or appropriate in connection with for the issuance and delivery of the Certificates. The Council shall make such decisions and give such approvals as the Council in its sole discretion determines to be in the best interest of the Program Participants. The Council shall report to this Board no later than five (5) business days following the pricing of the Certificates, the result of such pricing and the final schedule of payment obligations of the District pursuant to the Purchase Agreement.

EXHIBIT G-1-d
(Continued)

Section 4. Following execution on behalf of this Board of the Purchase Agreement and the Program Agreement, the Treasurer is authorized and directed to make monthly payments to the Fiscal Agent of the Council or its designee in accordance with the terms of such Purchase Agreement and Program Agreement. The Fiscal Agent of the Council is hereby appointed to act as payment servicer for electricity purchased by the District pursuant to the Purchase Agreement and report to this Board concerning all payments made on behalf of this Board under the Agreement.

Section 5. The Board of Directors of the Council is hereby authorized to establish additional procedures which are not inconsistent with the Program Agreement and/or the Purchase Agreement and are not substantially adverse to the interests of the District and which it determines are necessary to implement the Program, including procedures to be followed by this Board in the determination of amounts of, and payments for, this District's electricity requirements.

Section 6. Monies adequate to pay amounts due under the Purchase Agreement and Program Agreement for the current fiscal year are hereby appropriated for that purpose.

Section 7. The Board expressly acknowledges that it is the intention of the Council to assist in arranging for the Trustee and Seasongood & Mayer, LLC, Cincinnati, Ohio (the "Underwriter") to structure and complete the issuance, sale to others and public underwriting of the Certificates which may, if necessary, represent fractionalized interests in the obligations, including the payment obligations, of the District set forth in the Purchase Agreement and the Program Agreement and, to the extent required by § 9.94 of the Ohio Revised Code, the Board hereby approves such issuance and sale.

Section 8. It is hereby found and determined that all formal actions of the Board concerning and relating to the adoption of this resolution were adopted in an open meeting of the Board, and that all deliberations of the Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Motion by Mr. Beal

Seconded by Ms. Rocco

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

January 26, 2005
05-71

EXHIBIT G-1-e
RES. #05-44

RESOLUTION TO APPROVE JOB DESCRIPTION OF
WESTLAKE CITY SCHOOLS PERFORMING ARTS CENTER COORDINATOR

RESOLVED THAT
the Westlake Board of Education approves the job description of Westlake City Schools
Performing Arts Center Coordinator (see attached).

Motion by Mr. Beal

Seconded by Mr. O'Malley

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

Westlake City Schools
Performing Arts Center Coordinator
Job Description

TITLE: Coordinator, Performing Arts Center

QUALIFICATIONS:

- High school diploma.
- Meets all district health requirements (e.g. negative tuberculosis test, etc.).
- Successful criminal record check.
- Experience with stage lighting, sound and recording systems.
- Proficient in supervision of electrical, carpentry, plumbing, and mechanical repairs.
- Self-directed and able to learn required skills for the position.
- Available to work a flexible schedule

RESPONSIBLE TO: High School Principal, Director of Business Affairs

GENERAL DUTIES:

Provides technical support for stage productions. Manages Performing Arts Center operations. Instructs and Assists student production crews.

ESSENTIAL FUNCTIONS:

(The following duties are representative of performance expectations. A reasonable accommodation as defined by law may be made to enable a qualified individual with a disability to perform essential functions.)

- Confers with Director of Business Affairs and Drama/musical director to assist in scheduling activities and ensure compliance with Board policies concerning use of school facilities by outside groups.
- Conducts a risk assessment for each activity. Implements safety precautions.
- Performs safety inspections. Complies with safety regulations and environmental laws.
- Attends all mandatory training programs.
- Promotes professionalism. Support community partnerships that enhance district programs.
- Support student work crews meet established schedules.
- Supervises lighting, sound and recording activities during productions.
- Evaluates and recommends changes to enhance future activities.
- Upholds Board policies and follows administrative procedures.
- Helps students to construct, strike, and store sets and stage props. Helps ensure in cooperation with the Business Manager that the auditorium, stage, dressing rooms, and storage areas are kept orderly.

- Helps with the receipt of deliveries. Picks-up equipment and supplies as directed.
- Maintains accurate records and submits reports on time.
- Maintains accurate records and submits reports on time.
- Ensures that equipment is clean and that preventative maintenance is completed by qualified personnel. Ensures that equipment is safe to use and available when needed.
- Acts responsibly to protect school property. Reports vandalism and related concerns.
- Helps deal with unexpected circumstances or pressing district needs as directed.
- Respects personal privacy. Maintains the confidentiality of privileged information.
- Promptly documents all injuries that require medical attention.
- Does not leave students unsupervised. Takes precautions to ensure safety.
- Participates in staff meetings and professional growth activities as directed.
- Strives to develop rapport and serves as a positive role model for others.
- Performs other specific job-related duties as directed.

ABILITIES REQUIRED:

- Demonstrates professionalism and contributes to a positive work environment.
- Organizes tasks and manages time effectively.
- Accepts responsibility for personal decisions and conduct.
- Effectively uses listening, observation, reading, verbal, and writing skills.
- Takes initiative to identify and solve problems independently.
- Exhibits consistency, resourcefulness and resilience.
- Exercises tact and self-control when dealing with other individuals.
- Competes paper work accurately. Verifies and correctly enters data.
- Reacts productively to interruptions and changing conditions.

WORKING CONDITIONS:

Exposure to the following situations may range from remote to frequent based on circumstances and factors that may not be predictable.

- Duties may require bending, crouching, kneeling, reaching, and standing.
- Duties may require lifting, carrying, and moving work-related supplies/equipment.
- Duties may require operating/or riding in a vehicle.
- Duties may require traveling to meeting or work assignments.
- Duties may require working in proximity to moving mechanical parts.
- Duties may require performing repetitive tasks quickly and differentiating variances in intonation, pitch, rhythm, and sound.
- Duties may require working under time constraints and temperature extremes.
- Potential for exposure to adverse weather and temperature extremes.
- Potential for exposure to air-borne particulates, chemical irritants, combustible materials, electrical hazards, equipment vibrations, noises and odors.

- Potential for exposure to blood-borne pathogens and communicable diseases.
- Duties may require working during the evening and/or weekend.

The Westlake City School District Board of Education is an equal opportunity employer offering employment without regard to race, color, religion, sex, national origin, age, or disability. This job description summary is subject to modification in response to funding variables, new technologies, revised operating procedures, productivity factors, and unforeseen events.

RESOLUTION TO APPROVE SALARY SCHEDULE OF
WESTLAKE CITY SCHOOLS PERFORMING ARTS CENTER COORDINATOR

RESOLVED THAT
the Westlake Board of Education approves the salary schedule of Westlake City Schools
Performing Arts Center Coordinator as follows:

Westlake City Schools Performing Arts Center Coordinator

Step 1	\$29.00 per hour
Step 2	\$29.73 per hour
Step 3	\$30.47 per hour
Step 4	\$31.23 per hour
Step 5	\$32.01 per hour
Step 6	\$32.81 per hour
Step 7	\$33.63 per hour
Step 8	\$34.47 per hour
Step 9	\$35.33 per hour

Motion by Mr. Beal

Seconded by Mr. O'Malley

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

EXHIBIT G-1-g
RES. #05-46

RESOLUTION TO APPROVE EMPLOYMENT FOR SUPPORT STAFF MEMBER

RESOLVED THAT
the Westlake Board of Education approves employment for support staff member as follows:

Douglas Warnke Performing Arts Center Coordinator	Rate: Effective:	Step 1 02/14/05 through 07/31/06
--	---------------------	-------------------------------------

Motion by Mr. Beal
Seconded by Ms. Rocco

Roll Call Vote:

Mrs. D'Ettorre Wargo	<u>AYE</u>
Ms. Rocco	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O'Malley	<u>AYE</u>
Mr. Smanik	<u>AYE</u>

RESOLUTION TO APPROVE SUNDAY BUILDING USE

RESOLVED THAT
the Westlake Board of Education approves Sunday building use as follows:

Westlake Basketball Program
Varsity Prep Basketball
LEL Tournament Games

WHS Main & Auxiliary Gyms
Sundays 11:30 am – 6:00 pm
02/13/05

Motion by Ms. Rocco

Seconded by Mr. Beal

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

EXHIBIT G-2-a-1
RES. #05-48

RESOLUTION TO ADOPT NEW BOARD OF EDUCATION
POLICY KG-E2 – PERFORMING ARTS CENTER USER LICENSE AGREEMENT

RESOLVED THAT
the Westlake Board of Education adopts new Board of Education Policy KG-E2 – Performing
Arts Center User License Agreement.

Motion by Ms. Rocco

Seconded by Mr. O'Malley

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

RESOLUTION TO ADOPT NEW BOARD OF EDUCATION
POLICY KG-R2 – PERFORMING ARTS CENTER RENTAL PROCEDURES

RESOLVED THAT
the Westlake Board of Education adopts new Board of Education Policy KG-R2 – Performing Arts Center Rental Procedures.

Board Discussion

Motion to amend Policy KG-R2 to eliminate *Example: Rotary Club, Kiwanis Club, etc.* from Class C under heading “Classifications for Use.”

Motion by Ms. Rocco
Seconded by Mr. O’Malley

Roll Call Vote:

Mrs. D’Ettorre Wargo	<u>AYE</u>
Ms. Rocco	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O’Malley	<u>AYE</u>
Mr. Smanik	<u>AYE</u>

Motion to Adopt New Board of Education Policy KG-R2 – Performing Arts Center Rental Procedures as Amended

Motion by Ms. Rocco
Seconded by Mr. O’Malley

Roll Call Vote:

Mrs. D’Ettorre Wargo	<u>AYE</u>
Ms. Rocco	<u>AYE</u>
Mr. Beal	<u>AYE</u>
Mr. O’Malley	<u>AYE</u>
Mr. Smanik	<u>AYE</u>

EXHIBIT J-1
RES. #05-50

Westlake City Schools
RESOLUTION OF APPRECIATION

Thomas LeChaix

Board Member
1996-2005

Vice President
1998-1999

President
2000-2004

WHEREAS, Thomas LeChaix has served as a member of the Westlake Board of Education for eight years, and

WHEREAS, during his tenure he has served in the capacity as president for four years, and

WHEREAS, his leadership has been instrumental in the district being recognized by the State of Ohio as being "Excellent" for five consecutive years, and for the community approval of the construction of the Performing Arts Center, and

WHEREAS, his good judgment, vision and concern for the education of youth has been exceedingly valuable to the Board in the fulfillment of its responsibilities, and

WHEREAS, his dedicated service, leadership and commitment to the Westlake School District has brought lasting and enduring benefits to the youth and citizens of the Westlake City School District, and

WHEREAS, his personal characteristics of vision, integrity, concern, sincerity and commitment to the children of the community have had a positive impact on the entire school district,

NOW, THEREFORE, BE IT RESOLVED that the Westlake Board of Education adopts this "Resolution of Appreciation" commending Thomas LeChaix for dedication and faithful service and does hereby express its sincere appreciation to him on behalf of the citizens of the Westlake City School District and the staff of their schools, and

FURTHER BE IT RESOLVED that this resolution be duly recorded and spread on the minutes this 26th day of January, 2005 and the Treasurer is directed to deliver a copy of this resolution to Mr. LeChaix.

Mrs. D'Ettorre Wargo, President

Ms. Rocco, Vice-President

Motion by Mr. Beal

Seconded by Ms. Rocco

Roll Call Vote:

Mrs. D'Ettorre Wargo AYE

Ms. Rocco AYE

Mr. Beal AYE

Mr. O'Malley AYE

Mr. Smanik AYE

Report of the Financial Advisory Committee to the Westlake Board of Education

Summary

It is the consensus of the 12-member committee that there are three main areas that need to be addressed by the Westlake Board of Education in their effort to improve the financial stability of the system and to secure additional revenues in the near term. These areas of concentration are:

1. Improved communications to the community
2. Alternative methods of reducing operating costs or increasing revenues over the long term
3. A new tax levy to cover costs over the next 4-5 years

Improved Communications

The committee agrees that the community does not understand the financial situation confronting Westlake. For example, some residents believe that the bond issue for the Performing Arts Center was an operating levy, and are probably leery of facing another. Other community members think that the two different \$500,000 expenditure deferrals were really just "fat" being cut out of the budget. Most voters are totally unaware of, or don't fully understand, the impact of current Ohio school tax laws on school revenues.

Any future support on financial issues will depend on the following items being clarified to the public, so they understand that our board members are "Good Stewards" of the taxpayers' money.

- The public should be told that we have reached a first-time agreement with teachers on health care cost sharing, and that this cooperation will be continually enhanced for even greater savings in the future. Please note our comments below concerning health care cost trends. Acknowledgement of the issue and the Board's clear commitment to address it are important.
- The public needs to understand the state-mandated revenue issues associated with HB 920, the mandated costs of the Teachers Retirement contribution, and the cost of special needs students.
- The last levy was publicized to be adequate to last until 2003/2004. The public should be reminded that through the board's management, the revenue lasted for a year longer.
- There is much optimism about the impact of Crocker Park. The reality needs to be communicated that there is no significant revenue from Crocker Park until 2007 or 2008 due to the mechanics of Ohio tax laws. In addition there are off-setting re-evaluations such as the greatly diminished value of the Holiday Inn and other medical and utility exemptions that were awarded.
- The \$500,000 expenditures taken from the budget in the last two years were deferred expenses for critical items like buses and maintenance. The money will have to be spent eventually if we are not to jeopardize student and staff safety.
- As stated above, the community needs to be reminded about the difference between the bond issue for the Performing Arts Center, and operating tax levies that pay the bills.
- Additional publicity in amount and frequency about the good things that the schools and the students are doing (rewards, scholarships, national rankings, etc.)

Alternative methods of reducing operating costs or increasing revenues over the long term

The committee recognizes that operating a school is not like running a manufacturing business. Many constraints on cost containment are legislated and not under the board's control. The committee also understands the district's core mission is to educate. As a result, the district's operation is primarily employee intensive with a majority of the district's operating expenses being teacher and other support staff salaries. The committee also understands that in a popular, high-performing school district such as Westlake, the better teachers that we expect to hire and retain will demand higher salaries and expect better benefits.

However, the committee also reflects a community belief that possibly the board has not explored cost savings as aggressively as possible. We believe that community support for the schools is currently strong. However, we also believe that at some point in the future, Westlake taxpayers may say they have had enough. It will not be acceptable to continue to operate our schools with the relatively nominal growth of income greatly lagging behind the growth in expenditures. This is especially a problem when the flat growth forecast of student population is taken into account.

The committee has only been in existence for a short time, and is not in a position to give detailed analysis about specific revenue or expense areas. With that in mind, we suggest that the following areas be explored as possible sources of savings or income.

- Involve teachers, classified staff, and the community in the effort to contain costs. The faculty needs to know that the long-term health of the school system, and long-term employment security, depends on cost containment. Our impression is that the faculty may not realize or acknowledge the impact rising health care and other operating costs have on the district's long-term ability to provide the outstanding education experience that the community has come to expect. Information and cost predictions need to be shared with faculty and staff so they may become part of the solution to the financial dilemma.
- Leasing of transportation equipment, computers, and other high cost items instead of buying should be considered. This will have the added benefit of bringing our computers up to date and keeping them current with technology improvements.
- As a one-time revenue enhancement, strongly consider a sale-with-buyback agreement with the city for the 40 acres of land reserved for new school construction.
- Consider the use of an outside consultant such as SAS to review our operating efficiency and identify cost saving opportunities.
- Explore the use of volunteers in areas such as special education assistance.
- Explore other avenues of cooperation with other school districts or governmental entities to share costs, increase buying power, or improve health care costs.
- Explore the outsourcing of services –drivers, cooks, maintenance, etc. We recognize that these people are in bargaining units, but in the long term, that may be something that has to change.
- Aggressively partner with local companies where possible for teaching programs, special needs support, equipment donation programs, etc.
- Explore how to do “more with less”. Industry has to recognize this need. Voters will ask you how you are doing this. Although schools are unique, thinking “outside of the box” should be encouraged.
- Your current forecasts show health care costs increasing annually by 18%. This is not acceptable and probably a total turn-off for taxpayers. You have made great progress on getting teacher agreement on sharing of health care costs. As part of increased cost reduction for health care, the committee recommends that continued increases in the shared amounts, as well as the institution

January 26, 2005
05-83

of “wellness” programs should be a part of the next round of contract negotiations. The board has to be seen as being totally committed to addressing these costs.

Short-term revenue growth through a new levy

The committee agrees that a new levy is unavoidable. As indicated above, we don’t feel that a funding system based on a levy every 3 to 4 years will be acceptable forever. Moreover, even if we get additional revenues or achieve savings from some of the above sources, they will not fully cover expected shortfalls over the next 3-5 years. They may, however, lengthen the time between levies. Hopefully, factors such as changes in state funding formulas, new tax revenues, and lower teacher and staff costs gained through attrition, will help the financial picture. For now we suggest a few considerations concerning the levy.

- The need for the levy is this year, before there is a significant deficit. The actual timing is up to the Board. However, placing the levy on the May primary does allow for possible resubmission in November. Our belief is that it is highly preferable to pass a levy in 2005 rather than in 2006 primarily because the projected millage amount is lower. In addition, waiting until 2006 would only put the district in a more stressful financial situation.
- A back-up plan if the levy is not passed in 2005 needs to be determined.
- The communication by the board convincing the community of their historical and on-going responsible stewardship of the finances is critical in getting voter approval. The committee strongly believes that pro-actively exploring and/or implementing any of the above suggestions would likely be viewed in a positive manner.

Respectfully Submitted,

Westlake Financial Advisory Task Force

Bruce Baunach

Mark Doran

Mark Fabec

Mark Getsay

Sean Hennessy

Mike Killeen

Dave Nobiletti

Mark Pepera

Tom Smanik

Carmelita Thomas

John Turk

Bob West

- A. General**
1. The Westlake City Schools Performing Arts Center has been constructed and equipped due to the support of citizens of Westlake for the purpose of providing the school district and community a quality facility to present the various performing arts. All individuals using the facility must take care not to damage the facility its equipment or to injure any performer or crews. The cost of any damage or repair to the facility caused by the negligence or carelessness on the part of the Licensee will be charged to the Licensee, and repairs made under the supervision of the Westlake City Schools.
 2. A copy of the Licensee's Liability Insurance Policy is due a time of signing of the License Agreement.
 3. A duly authorized representative of both the Licensee and the Licensor shall be in attendance and accessible on the premises when the doors are opened and throughout the engagement.
 4. All theatrical equipment shall be operated only by personnel approved by the Westlake City Schools or a designee and the Westlake City Schools reserves the right to such consent or approval.
 5. Construction and painting of scenery or props is not permitted on stage.
 6. Smoking is not permitted anywhere on the grounds or facilities. We are a smoke-free campus.
 7. Food or beverages are not permitted in the control booth or in the auditorium at any time.
 8. Bottled water is permitted on the stage or in the orchestra pit only.
 9. The Licensee will not permit any of its employees, independent contractors or others under its control to consume alcoholic beverages or any controlled substance while on the premises.

- B. Personnel**
1. The Westlake City Schools Performing Arts Center will supply the PAC Coordinator, Stage Attendants, custodians and maintenance personnel as necessary.
 2. Parking Attendants: Licensee will be charged for parking attendants at Licensor's cost. Westlake City Schools will determine the appropriate number of parking attendants.

- C. Miscellaneous**
1. Enter/Exit: All performers, technical crew, and musicians will enter and exit the Performing Arts Center through the high school northwest door.
 2. Delivery of stage settings, equipment, luggage, etc., must be arranged in advance with the Performing Arts Center Coordinator.
 3. The placement of any and all decorations, displays, art work, etc. in the lobbies or auditorium must be approved in advance by the Performing Arts Center Coordinator. *Commercial signage is strictly prohibited, including radio station banners.*
 4. Fliers/Leaflets: No pamphlets, fliers or leaflets of any kind may be distributed within Westlake City Schools or the Westlake City Schools Performing Arts Center.
 5. Theater lobby opens sixty minutes prior to curtain time. Patrons will be seated one-half hour prior to curtain.
 6. All performances must end no later than 10:30 PM. Westlake City Schools Performing Arts Center will close promptly at 11:00 PM, unless special written permission is granted for an extended period of performances.

- D. Specific Agreement Prohibitions**
- Licensee shall not in all or any part of the Westlake City Schools Performing Arts Center:
1. Do or permit to be done anything that may interfere with the effectiveness or accessibility to any utility, heating, ventilation or air conditioning systems or portions thereof.
 2. Overload any floor, ceiling or wall thereof or the gridiron or hang equipment on any other fixture therein without the expressed written consent of Licensor.
 3. Place any additional lock of any kind upon any window or interior or exterior door or make any change in any existing door or window lock or the mechanism thereof unless expressly permitted in writing to do so and unless the Licensor therefore maintains a key.
 4. No portion of the sidewalks, entrances, passages, vestibules, halls or ways of access in or about the building shall be obstructed or used for any purpose other than ingress and egress to and from the premises.

5. Additional Costs		
a) Orchestra Shell	\$150.00	per day
b) Orchestra Pit	\$100.00	per day
c) Piano	\$50.00	per day
d) Piano Tuning	\$65.00	per keyboard
e) Music Stand & Chair	\$1.50	per unit per day
f) 4 x 8 Staging	\$5.00	per section per day
g) Spot Lights	\$5.00	per circuit
h) Projection Screen & Projector	Negotiable	per day
i) Choral Risers (4 Level)	\$25.00	per section per day
j) Additional Microphones	\$10.00	per day
k) Tech Staff Person	\$30.00	per day (4-hour time slot)

Rental Excludes

- a) All advertising & promotion
 - b) Programs for performance
- All pricing of above items is a per-day rate for a single performance; 2nd performance is less 50% (excludes personnel).

6. Settlement
 - a) Final review and settlement will take place 14 days prior to the event
 - b) Check payable to: Westlake City Schools Board of Education
7. Ticket Sales & Calculations
 - a) In order to protect both the Westlake City Schools and the Licensee from accountability problems as well as insure the safety of the guests, the following policy will be strictly adhered to: Maximum Seating: 820 Seats (Do not sell more seats than maximum seating)
8. Recommended Sequence for Putting an Event in our Performing Arts Center
 - a) 8 weeks prior: Event Information Package Pricing
 - 7 weeks prior: Review and approve Use License Agreement
 - 4 weeks prior: Public Ticket Sales

Licensee's Initials _____

The Westlake City Schools Performing Arts Center Rental Procedures

Requests for use of the Performing Arts Center shall be made through the Westlake City Schools District Office in writing using the **Application for Building Use**. Stating the event, with a description of the event, date of use, specific hours, equipment needed, and the sponsoring organization. Conditions of use are defined in Board Policy KG-R and the User License Agreement Policy KG-E2.

The Director of Business Affairs will review all requests for the use of the Performing Arts Center and determine if the proposed event interferes or conflicts with any Class A use.

Upon approval of the Application for Building Use by the Director of Business Affairs, a User License Agreement or Contract will be prepared and must be signed by the requesting party or an authorized representative.

The Westlake City Schools Performing Arts Center Classifications* for Use

- Class A:** Use of the Performing Arts Center for curricular, co-curricular and extracurricular purposes for the school district of Westlake City Schools.
- Class B:** **Westlake School Related Organizations**
Use of the facility for school related where benefits are directly returned to Westlake students or school district.
- Class C:** **Community Interest Organizations (No Admission Fee Charged)**
Use of the facility for school related organizations.
- Class D:** **Community Interest Organizations (Admission Fee Charged)**
Use of the facility for community organizations or civic groups of a public nature for the purpose of raising funds.
- Class E:** **Commerce or Private Interest**
Use of the facility by a commercial or private organization or individual for profit or personal interest. The Board reserves the right to deny use of the Performing Arts Center for any commercial or private activity it feels would not be in the best interest of the Performing Arts Center or Westlake City Schools.

*Classifications shall be determined by the District.

**Fee Schedule per
The Westlake City Schools Performing Arts Center**

		WORKING HOURS	NON-WORKING HOURS
Class A:	District curricular related activity		No fee for this Classification
Class B:	Westlake School Related Organizations	Based on staff need per chart below	Based on staff need per chart below
Class C:	Community Interest Organization (No Admission Fee Charged)	Based on staff need per chart below	Based on staff need per chart below
Class D:	Community Interest Organization (Admission Fee Charged)	Based on staff need per chart below	Based on staff need per chart below

Plus \$1.00 (one dollar) Restoration Fee per ticket sold if proceeds do not directly benefit Westlake School Students or Programs

Class E:	Commerce or Private Interest (Admission Fee Charged)	Rental costs will be charged accordingly to The Westlake City Schools Performing Arts Center Commercial and Private Interest Groups Fee Schedule	
-----------------	---	--	--

Plus \$1.00 (one dollar) Restoration Fee per ticket sold

Staff costs will be assigned as presented below. There will be a \$15 per hour surcharge for Sunday

	<u>Working Hour</u>	<u>Non-Working Hour</u>
Custodial	\$50.00 p/h per person	\$60.00 p/h per person
Maintenance	\$50.00 p/h per person	\$60.00 p/h per person
Stage Technicians	\$15.00 p/h per person	\$15.00 p/h per person
Coordinator	\$50.00 p/h per person	\$60.00 p/h per person

Please Note: Working Hour defined as hour school personnel are on duty. All other hours are considered a Non-Working Hour and require overtime status in most circumstances.

Commercial and Private Interest Groups Fee Schedule

- I. BASIC CHARGE (4 hours)
- A. Commercial and Private Interest Groups \$800.00
- B. The basic charge is based on cost of utilities, including air conditioning, depreciation of building and administrative costs.
- Additional contracted time over 4 hours, on the show day will be pro-rated at \$150.00 per hour.
- Rehearsal time on date other than the show date/overtime will be \$125.00 per hour. *Overtime is deemed as any hours additional to contract.
- C. The basic charge also includes:
1. Use of the stage and seating area for a four (4) hour period.
 2. All stage curtains.
 3. FOH beam position
 4. Use of the lobby, box office and green room (maximum 50 people) for normal purposed. Any special use of these areas must be negotiated separately.
 5. Computerized lighting control system.
 6. Sound system includes 1 microphone.
- D. The services of student stage labor, security or other additional personnel are **in addition** to the basic charge and are assigned at the management's discretion.
- II. OTHER CHARGES AND CONDITIONS
- A. SOUND
- | | |
|--|--------------|
| 1. Microphone (corded) | \$ 15.00 |
| 2. Microphone (cordless, hand held or lav) | \$ 30.00 |
| 3. Tape Deck | \$ 20.00 |
| 4. CD Player | \$ 25.00 |
| 5. Other items as negotiated | Price Varies |
- B. MUSIC INSTRUMENTS
- | | |
|--|--------------|
| 1. Grand Piano – Stage | \$ 50.00/day |
| 2. Tuning | Current Rate |
| 3. Other Items as negotiated (i.e. harpsichord, timpani) | Price Varies |

C.	LIGHTS	
1.	Follow spotlight - two available (one hour minimum)	\$10.00/hour
	*Follow spot operator is an additional charge	
2.	Extra stage lights	\$ 5.00/circuit
	Fresnels 6 inch 24 available	
	Par Can 18 available	
	Ellipsoidal 6 x 9 56 available	
	6 x 12 44 available	
	6 x 16 24 available	
	8 x 13 26 available	
3.	Cyc lights	\$5.00/circuit
	Cyc Lights 10/3 circuit	
4.	Other items as negotiated	Price Varies
D.	SPECIAL EFFECTS	
	There are non available	
	Pyrotechnics Not Permitted as per State/Federal Law	
E.	SPECIAL STAGING	
1.	4 x 8 Stage Risers	\$ 5.00/section
2.	Choir risers – 4 step	\$25.00/section
3.	Podium	\$20.00/day
4.	Movie Screen and Projector	Negotiable
5.	Orchestra Shell	\$150.00/day
6.	Orchestra Pit	\$100.00/day
F.	PROJECTION	
1.	Can be negotiated through management	Price Varies
G.	FURNITURE	
1.	Table	\$ 5.00/day
2.	Orchestra Chair	\$ 2.00/day
3.	Music Stands	\$ 0.50/day
H.	STAFFING	
1.	Stage Hands per person (minimum of four hours)	\$ 8.00/hour
	The number of staff needed for a performance will be at the discretion of the stage manager.	
2.	PAC Coordinator	\$35.00/hour
3.	Security by Westlake Police Department	Current Rate
4.	Electrician	Varies
5.	Custodial Service	
	a. General clean up	\$35.00/hour
	b. Custodial overtime/holiday	\$45-\$60/hour
6.	PAC Management Time	\$35/Mgr/hour
7.	Other items as negotiated	Price Varies
	<u>Volunteer Stage Staff Not Permitted</u>	
I.	OVERTIME	
1.	Set-up time (same day as event)	\$150.00/hour
2.	Time beyond contracted hours	\$150.00/hour
J.	CAFETERIA	
1.	High School Cafeteria	\$150.00/ea/day