



**Friday, March 24, 2017
Special Meeting Agenda**

**Parma City School District Board of Education
Administration Center - Board Meeting Room
5311 Longwood Avenue
Parma, Ohio 44134
5:30 P.M.**

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Roll Call
- C. Reading of the Special Meeting Notice

2. FOCUS ON THE FUTURE

- A. Board Discussion
- B. RESOLUTION 2017-03-139 Acceptance of Superintendent's Focus on the Future Short Term Recommendations

3. ADJOURNMENT

- A. RESOLUTION 2017-03-140 ADJOURNMENT
The meeting room is wired to record all board proceedings.

**BOARD OF EDUCATION
PARMA CITY SCHOOL DISTRICT
Parma, Ohio**

RESOLUTION 2017-03-139

**Acceptance of Superintendent's Focus on the Future
Short Term Recommendations**

Whereas, in January of 2017, Parma City School District Superintendent, Carl Hilling, established seven District Action Teams with the goal of focusing on the future direction of the District; and

Whereas, the Focus on the Future Action Teams addressed the following areas: Athletics/Extra Curricular Activities, Community Engagement, Curriculum/Instruction, Facilities/District Operations, Finances, Restoring Trust, and Technology; and

Whereas, members of these Action Teams committed to work together moving the Parma City School District positively into the future consisted of Parma City School District employees, community members and students; and

Whereas the Teams met on four separate occasions to develop short term goals to begin their process and on February 21, 2017 the seven Action Teams presented their short term recommendations to the Board of Education, and

Whereas, the Board of Education held Special Meetings on March 2, 9 and 16 to allow the Board of Education members an opportunity to speak with the Action Teams in an informal dialogue to gather additional insight into their recommendations; and

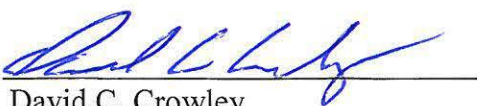
Whereas, on March 20, 2017, Superintendent Hilling presented his recommendations to the Board of Education for their approval; and

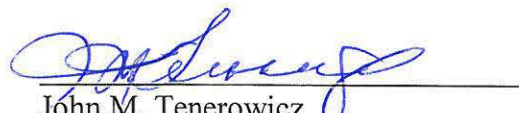
Whereas, on March 24, 2017 the Board met to conduct a work session to discuss the recommendations presented.

Therefore Be It Resolved That, the Board of Education now direct the Superintendent, Treasurer and Business Manager to implement the recommendations noted on the attached documents in a reasonable timely fashion.

Adopted: March 24, 2017

Attest:


David C. Crowley
Treasurer/CFO

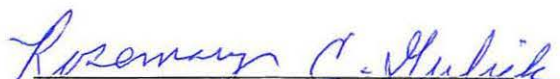

John M. Tenerowicz
Board of Education President

Technology

Board Decision	Recommendation
ACCEPT	District file form 471 and apply for federal E-Rate program and meet all deadlines
ACCEPT	Review and coordinate network infrastructure plans with Facilities Usage & District Operations Team, Curriculum and Instruction Department and Action Team, Cabinet and Board of Education before implementation
ACCEPT	Investigate implementation of Technology Literacy classes for students and how it would impact current curriculum
ACCEPT	Investigate \$50 annual technology fee and how it would impact families and students and report to Cabinet and the Board of Education
REJECT	Develop rubric and guidelines to allow students receiving higher grades and academic success the ability to have increased access on the district network.



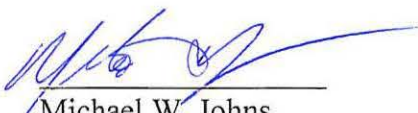
John M. Tenerowicz
Board of Education President



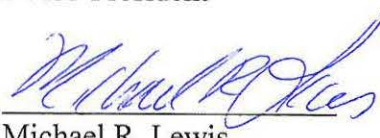
Rosemary C. Gulick
Board of Education Vice-President



Karen S. Dendorfer
Board Member



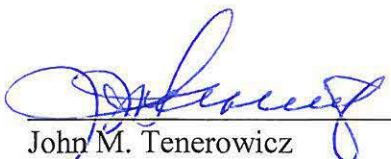
Michael W. Johns
Board Member




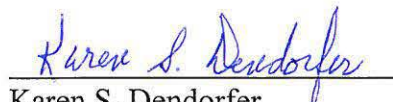
Michael R. Lewis
Board Member

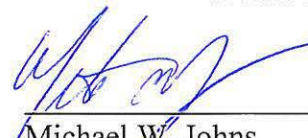
Restoring Trust

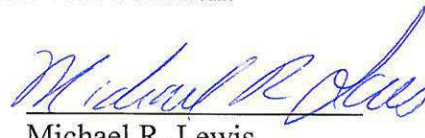
Board Decision	Recommendation
REJECT	Better use all communications channels to disseminate all Board of Education information.
ACCEPT	Projection of policies up on the screen at Board of Education meetings based on resolution number by May of 2017
ACCEPT	Board of Education and community exhibit mutual respect
ACCEPT	Business Manager, Treasurer and Superintendent identify desirable communication formats to disseminate information to community
ACCEPT	Recommend that job description of building webmaster position be updated to reflect dual purpose of maintaining each school's website and coordinating news with Public Relations
REJECT	Investigate and discuss how to better utilize students in dissemination of district information through all communication channels.
FURTHER INVESTIGATE	Creation of ideas and procedures on how to better streamline website and consolidate information for public ease of use
REJECT	Treasurer review idea of hosting evening workshops or events at schools to educate stakeholders on public education funding.
REJECT	Board of Education investigate the possibilities of reviewing and possible restructuring of the Business Manager position as recommended.
ACCEPT	District and building administrators review internal administrative notebook for better alignment and create a more streamlined and supportive operation
ACCEPT	Organizational flowchart and hierarchy placed on district website
ACCEPT AS AMENDED	Better implement plan to assign Central Office directors to report to SCHOOL buildings on a routine basis for increased communication
ACCEPT	E-mail weekly Monitor e-newsletter to all students in Grades 8 - 12
ACCEPT	Coordination and creation of district wide calendar with PCSD Administrators, Athletics, PTA each spring and add to website
ACCEPT AS AMENDED	Develop FURTHER INVESTIGATE list of classes offered at each building to identify curricular inconsistencies and create plans for more curricular equity in buildings
ACCEPT	Further investigate open enrollment for students in buildings in regards to athletics and other programs given financial and logistical constraints
ACCEPT	Develop a district wide event to create unity among students, staff and community and present to Board of Education before implementation


John M. Tenerowicz
Board of Education President


Rosemary C. Gulick
Board of Education Vice-President



Karen S. Dendorfer
Board Member

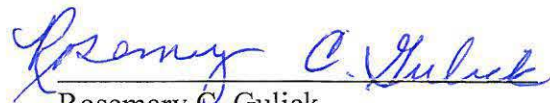

Michael W. Johns
Board Member



Michael R. Lewis
Board Member

Finances

Board Decision	Recommendation
ACCEPT	Create simple, transparent and routine reports of the district's revenues and expenditures for public review
REJECT	Provide a routine audio and/or visual recording with an explanation of the district's finances.
ACCEPT	Monthly reporting of the district's expenditures and revenues in comparison to the five year financial forecast be placed on the website
ACCEPT	Treasurer create and develop a one page statement which outlines our past, current and future finances in an easy to read and understandable format for immediate release
ACCEPT	Develop protocols to address responsibility of Board of Education, Treasurer, Business Manager, Superintendent and Human Resource Director in developing overall budget
ACCEPT	Develop flow chart to demonstrate process on how department and building budgets are processed prior to Board approval and post on website for public review
ACCEPT AS AMENDED	DEVELOP PROTOCOLS FOR Requests for additional spending be submitted in written form to Board of Education prior to approval
REJECT	Enter into agreement with marketing firm, individual or contingency based organization to secure advertising revenues at Byers Field and throughout the school district.


 John M. Tenerowicz
 Board of Education President


 Rosemary C. Gulick
 Board of Education Vice-President


 Karen S. Dendorfer
 Board Member


 Michael W. Johns
 Board Member


 Michael R. Lewis
 Board Member

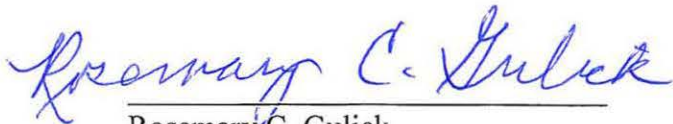
Curriculum/Instruction

Board Decision	Recommendation
ACCEPT	Increase communication to community of District curricular programs
ACCEPT	Curricular initiatives and/or programs in the District are brought through proper channels and to Board of Education before implementation
ACCEPT	Continue to identify and address the needs of our students given our current programs and initiatives already in place
ACCEPT AS AMENDED	Reinstate the Superintendent Student Advisory Council to gather student feedback and ideas regarding curricular programs PROVIDING FUNDING CAN BE FOUND
ACCEPT	Provide opportunities for input from staff regarding instruction and assessment
ACCEPT	Continue to offer relevant professional development based on funds available



John M. Tenerowicz

Board of Education President



Rosemary C. Gulick

Board of Education Vice-President



Karen S. Dendorfer

Board Member



Michael W. Johns

Board Member





Michael R. Lewis


Board Member

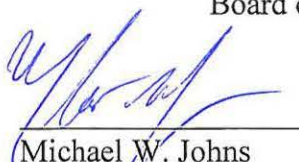
Facilities/District Operations

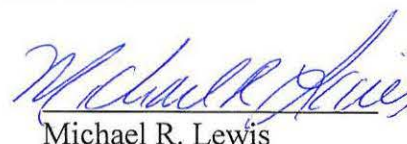
Board Decision	Recommendation
ACCEPT	Increase awareness of district operations through Board reports TO PROVIDE INFORMATION ABOUT OPERATIONS SUPPORT DEPARTMENTS (TRANSPORTATION, PRINT SHOP, NUTRITION SERVICES, BUILDINGS AND GROUNDS, AND ALL OTHER OPERATIONS) TWICE A YEAR
ACCEPT AS AMENDED	Investigate costs regarding LEAN/Six Sigma and report to Board regarding possible implementation in district ... IF AT NOT COST TO THE DISTRICT
INCORPORATED WITH #1 ABOVE	Investigate efficiency savings in Transportation, Print Shop and Nutrition Services and present to Board of Education before implementation.
ACCEPT	Investigate possibility of retrofitting a smaller building in the district to determine savings from efficient lighting programs and report to Board of Education prior to any implementation
ACCEPT	Engage with Ohio Facilities Construction Commission for a comprehensive third party review of our facilities master plan, if there is no additional cost
ACCEPT	Ohio Facilities Construction Commission to attend Board meeting before engaging in their audit of facilities
ACCEPT	Engage in "Educational Visioning" model by working with Curriculum and Instruction Department and Action Team, Facilities Usage and District Operations Team and stakeholders in district for input FUNDED THROUGH BUDGET REDUCTIONS
ACCEPT	Prior to any action taken by the Ohio Facilities Construction Commission, the OFCC along with the Business Manager should report all findings to the Board of Education


 John M. Tenerowicz
 Board of Education President


 Rosemary C. Gulick
 Board of Education Vice-President



 Karen S. Dendorfer
 Board Member



 Michael W. Johns
 Board Member

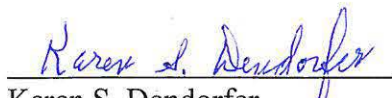

 Michael R. Lewis
 Board Member

Community Engagement

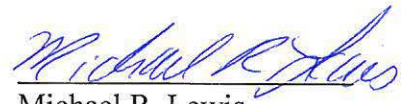
Board Decision	Recommendation
ACCEPT	Survey parents and staff regarding communications
ACCEPT	APTT model return to elementary schools if Title I “set-aside” funds can cover professional development, is within PEA contract language and is of no additional cost to the general fund
ACCEPT AS AMENDED	Create monthly or bi-monthly Monitor e-newsletter focused on specific schools or grade levels
ACCEPT	Gather e-mail addresses and contact information of local community stakeholders
ACCEPT AS AMENDED	Provide publication opportunities in Monitor for student written articles... ARTICLES MUST BE APPROVED BY ADMINISTRATION PRIOR TO PUBLICATION
ACCEPT AS AMENDED	Establish 5 to 15 locations in INVESTIGATE 3 – 5 LOCATIONS PRIOR TO FULL IMPLEMENTATION IN community for distribution of printed Monitor, given costs fall within Public Relations budget
ACCEPT	Recommend that job description of building webmaster position be updated to reflect dual purpose of maintaining each school’s website and coordinating news with Public Relations
ACCEPT	Coordination and creation of district wide calendar with PCSD Administrators, Athletics, PTA each spring and add to website
REJECT	Involve DECA marketing students to investigate revenue enhancement possibilities included athletic advertising, business donations and promotion of C/B/S Initiative.


John M. Tenerowicz
Board of Education President


Rosemary C. Gulick
Board of Education Vice-President



Karen S. Dendorfer
Board Member

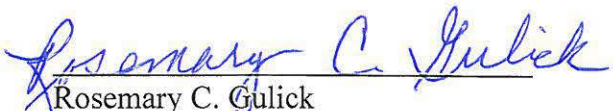

Michael W. Johns
Board Member



Michael R. Lewis
Board Member


Athletics/Extra Curricular

Board Decision	Recommendation
ACCEPT	Continue current athletic programs per Great Lakes Conference affiliation
ACCEPT	Reduction of overtime costs at Byers Field by Fall 2017 sports season
ACCEPT	Develop maintenance plan for outdoor athletic facilities given financial constraints
ACCEPT	Continue longtime reciprocal partnerships with three cities for athletics
ACCEPT AS AMENDED	Enter into agreement with marketing firm, individual or contingency based organization to secure advertising revenues at Byers Field and throughout the school district... DISTRICT MUST FOLLOW THE RFP PROCESS AND THERE WILL BE NO COST TO THE DISTRICT
REJECT	Recommend district athletic directors coordinate with alumni, hall of fame inductees and DECA students to secure advertising.
ACCEPT	Use advertising revenues to help fund athletics and extra-curricular programs throughout the district
REJECT	District Athletic Director, Athletic Council and Athletics & Extra-Curricular Team investigate Option II, as outlined by Action Team, to determine fee structure can cost can support \$230,000 in supplementals, transportation and Athletic trainers.
ACCEPT	Athletics & Extra-Curricular Action Team continue to investigate \$50 flat fee structure for co-curricular and extra-curricular programs to determine if the solution is sustainable, equitable and fair and does not deny student participation in any program
ACCEPT	District investigate combining co-curricular and extra-curricular programs throughout the district to provide more equity


 John M. Tenerowicz
 Board of Education President


 Rosemary C. Gulick
 Board of Education Vice-President


 Karen S. Dendorfer
 Board Member


 Michael W. Johns
 Board Member


 Michael R. Lewis
 Board Member