**Reynoldsburg City Schools**

**Organizational Meeting**

**Monday, January 8, 2018, 5:00 p.m.**

**Central Office**

**1. Opening Items**

The Reynoldsburg City School District Board of Education held its Organizational Meeting on January 8. 2018. The meeting was held at the Central Office, 7244 East Main Street.

**1.01 Call to Order REF: 01.8.18**

President Pro-Tem Joe Begeny called the meeting to order.

**1.02 Roll Call REF: 01.8.18**

The following board members were present: Robert Barga, Joe Begeny, Debbie Dunlap, Jeni Quesenberry, Neal Whitman.

**1.03 Oath of Office New Board Members REF: 01.08.18**

The following newly elected Board members took the oath of office:

* Robert Barga
* Joe Begeny
* Jeni Quesenberry

**1.04 Pledge of Allegiance REF: 01.8.18**

The Board recited the Pledge of Allegiance.

**2. Election of President**

**2.01 Election of Board President (a) REF: 01.8.18**

Joe Begeny was nominated for President. There were no other nominations.

The vote was as follows:

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman

Abstain: Joe Begeny

Board President: Joe Begeny

**3. Election of Vice-President**

**3.01 Election of Board Vice-President (a) REF: 01.8.18**

Debbie Dunlap was nominated for Vice-President. There were no other nominations.

The vote was as follows:

Yea: Robert Barga, Jeni Quesenberry, Neal Whitman, Joe Begeny

Abstain: Debbie Dunlap

Vice-President: Debbie Dunlap

**4. Approval of Agenda**

**Motion to approve the January 8, 2018 Organizational Meeting Agenda.**

Motion by Neal Whitman, second by Debbie Dunlap

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**4.01 Approval of Agenda (a) REF: 01.8.18**

Be it resolved, in accordance with the Treasurer's recommendation, to approve the January 8, 2018 Organizational Meeting agenda as presented.

**5. Set Dates and Times of the Regular Board of Education Meetings**

**Motion to approve the dates and times of the Regular Board of Education meetings for 2018.**

Motion by Robert Barga, second by Jeni Quesenberry

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**5.01 Set Dates and Times of the Regular Board of Education Meetings (a) REF: 01.8.18**

WHEREAS, R.C. 3313.15 provides that, at the time of the Organizational Meeting, each Board of Education shall fix the time of holding its regular meetings, and

WHEREAS, R.C. 3313.22 further provides that these regular meetings shall be held at least once every two months, now therefore,

BE IT RESOLVED, (unless otherwise noted) that the regular meetings of the Reynoldsburg Board of Education will be held on the third Tuesday of each month at 6:30 p.m., with said meetings being held at the Reynoldsburg City Council Chambers, 7232 E. Main Street, Reynoldsburg, Ohio, as follows:

|  |  |
| --- | --- |
| January 16, 2018 | July 17, 2018 |
| February 20, 2018 | August 21, 2018 |
| March 20, 2018 | September 18, 2018 |
| April 17, 2018 | October 16, 2018 |
| May 15, 2018 | November 20, 2018 |
| June 19, 2018 | December 18, 2018 |

BE IT FURTHER RESOLVED, that the Treasurer is directed to give the proper notice of this schedule to the media.

**6. Roberts' Rules of Order**

**Motion to approve Roberts’ Rules of Order as the accepted authority in conducting Board meetings.**

Mr. Whitman moved to approve the resolution to establish Roberts’ Rules as the accepted authority in conducting board meetings. Mrs. Dunlap seconded the motion.

Upon discussion, Mr. Barga made a motion to amend the resolution to add the following to the last section:

… *except as otherwise stated by the by-laws adopted by the Reynoldsburg City School District.*

Mr. Whitman seconded the motion to amend.

Final Resolution to Amend the Original Motion: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**6.01 Motion to approve Roberts’ Rules of Order as the accepted authority in conducting Board meetings as amended (a) REF: 01.8.18.**

Motion by Neal Whitman, second by Debbie Dunlap

Final Resolution: Motion carries as Amended.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

WHEREAS, it is imperative that meetings of the Board of Education be conducted in an orderly manner while insuring that each member has every opportunity to be involved in discussions and actions, now therefore,

BE IT RESOLVED, that Roberts’ Rules of Order, in its most recent and current edition, be established as the accepted authority when questions regarding procedure arise *except as otherwise stated by the by-laws adopted by the Reynoldsburg City School District.*

**7. Establish Committees**

**Motion to approve the following standing committees and to authorize the Board President to assign members to the committees.**

Motion by Neal Whitman, second by Robert Barga

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**7.01 Establish Committees (a) REF: 01.8.18**

WHEREAS, committee assignments and composition are governed by Ohio law, and

WHEREAS, the Board President may appoint members to committees and assignments respectively.

BE IT RESOLVED, that the Board President make appointments to the following standing committees and assignments:

|  |  |
| --- | --- |
| **Committee Assignments 2018** | **Appointed Board Member** |
| Finance/Audit Committee |  Joe Begeny and Robert Barga |
| Policy Committee |  Joe Begeny and Debbie Dunlap |
| Building & Grounds Committee |  Debbie Dunlap and Neal Whitman |
| School Business Advisory Committee |  Joe Begeny and Neal Whitman |
| Calendar Committee |  Robert Barga and Jeni Quesenberry |
| Outcomes Coordination Committee |  Neal Whitman and Jeni Quesenberry |
| Interscholastic Athletic Board of Control |  Joe Begeny and Robert Barga |
| Personnel Commitee |  Jeni Quesenberry and Robert Barga |
| Safety Committee |  Jeni Quesenberry and Neal Whitman |

|  |
| --- |
| **Board Appointees to Outside Committees** |
| City Liaison | Debbie Dunlap |
| Legislative Liaison | Joe Begeny |

**8. Member to the Eastland-Fairfield Career and Technical Schools Board**

**8.01 Eastland-Fairfield Career and Technical School Board Member (i) REF: 01.08.18**

Debbie Dunlap serves on the Eastland-Fairfield Career and Technical Schools Board of Education for the period 1/1/2017 through 12/31/2019.

**9. Establish Board Service Fund**

**Motion to establish a Board Service Fund in the amount of $10,000.**

Motion by Neal Whitman, second by Jeni Quesenberry

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**9.01 Establish Board Service Fund (a) REF: 01.8.18**

WHEREAS Ohio statues provide for setting aside from the general fund a sum not to exceed $2.00 for each child enrolled, or $20,000, whichever is greater, such sum of money to be known as the "service fund" to be used only in paying the expenses of members of the board actually incurred in the performance of their duties, or of their official representatives, or in paying the expenses of members-elect of such boards of education actually incurred in training and orientation to the performance of their duties from the date of election to the date of administration of the oath of office.

NOW THEREFORE BE IT RESOLVED under the provisions of ORC 3315.15, the board hereby appropriated for the purpose of said service fund the amount as set forth herein: **$10,000**.

AND BE IT FINALLY RESOLVED under the provisions of ORC 5705.40, that any unspent unencumbered balance in the service fund at the end of the current fiscal year shall revert to the (general fund) and shall be subject to appropriations for the next fiscal year.

**10. Authorize the Treasurer to Conduct Regular Financial Matters**

**Motion to authorize the Treasurer to conduct regular financial business.**

Motion by Robert Barga, second by Debbie Dunlap

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**10.01 Authorize the Treasurer to Conduct Regular Financial Matters (a) REF: 01.8.18**

WHEREAS, R.C. 3313.31 identifies the Treasurer as responsible for the performance of all duties relating to monies, and

WHEREAS, the Board of Education desires that these duties be performed in a timely manner, now therefore,

BE IT RESOLVED, that the Treasurer is hereby authorized to perform the following duties:

|  |  |
| --- | --- |
| A. | Invest the funds of this school district in accordance with the requirements of the Ohio Revised Code and Board Policy. |
| B. | Provide payments to employees for salaries and expenses, and to suppliers for goods and services, within the appropriations established by the Board of Education. |
| C. | Provide payments to contractors in the amount approved by the Board and through the Superintendent of Schools or his designated representative. |
| D. | To perform such other duties as are required or authorized by law. |
| E. | Secure tax settlement advances from the County Auditor when funds are available and payable to the District. |

**11. Authorize the Director of Operations and Services/Business Manager to Enter Into and Execute Contracts**

**Motion to authorize the Director of Operations and Services/Business Manager to enter into and execute contracts.**

Motion by Neal Whitman, second by Debbie Dunlap

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**11.01 Authorize the Director of Operations/Services/Business Manager to Enter Into and Execute Contracts (a) REF: 01.8.18**

BE IT RESOLVED, that the Director of Operations and Services/Business Manager hereby be authorized to enter into and execute all contracts necessary in carrying out the business of the District. The Executive Director of Operations and Services/Business Manager is authorized to execute all contracts up to the amount of $50,000.  Contracts beyond $50,000 are subject to Board approval.

**12. Authorize the Superintendent to Hire Staff and Accept Resignations on Behalf of the Board.**

**Motion to authorize the Superintendent to hire staff and accept resignations on behalf of the board.**

Motion by Debbie Dunlap, second by Neal Whitman

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**12.01 Authorize the Superintendent to Hire Staff and Accept Resignations on Behalf of the Board. (a) REF: 01.8.18**

BE IT RESOLVED, to approve the motion as follows:

1.  To authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer.

2.  Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board Policy.

3. To authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

4. The authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board.

**13. Appoint Title IX and 504 Coordinator**

**Motion to approve the Director of Human Resources and/or Director of Operations & Services/Business Manager as the Title IX and 504 Coordinator.**

Motion by Jeni Quesenberry, second by Debbie Dunlap

Mrs. Quesenberry moved to approve the resolution regarding the Title IX and 504 Coordinator.

Upon discussion Mr. Barga made a motion and Mr. Whitman seconded to amend the resolution. Upon further discussion Mr. Barga withdrew his motion to amend.

Motion by Jeni Quesenberry, second by Debbie Dunlap

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**13.01 Appoint Title IX and 504 Coordinator (a) REF: 01.8.18**

 WHEREAS, it is established policy of the Reynoldsburg City School District that educational activities, employment, programs and services, be offered without regard to race, color, national origin, sex, religion, handicap or age, and

WHEREAS, it is necessary that the Board of Education maintain constant surveillance to insure that said policy is observed throughout the district, now therefore,

BE IT RESOLVED, to appoint the Director of Human Resources or designee, as the Title IX and 504 Coordinator.

**14. Authorize the Superintendent/Superintendent Designee to Approve Grants**

**Motion to authorize the Superintendent/Superintendent’s designee to enter into and approve grants.**

Motion by Neal Whitman, second by Robert Barga

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**14.01 Authorize the Superintendent/Superintendent Designee to Approve Grants (a) REF: 01.8.18**

Resolution to authorize the Superintendent and/or Superintendent's designee to represent the district for purposes of federal, state and local grants, which include Title I, Special Education IDEA-B, Title II-A, Title III, Title IV, 21st Century, Auxiliary Services, Early Childhood Entitlement, and other grants as deemed appropriate.

**15. Approve Firms to Provide Legal Services**

**Motion to approve Bricker & Eckler, Day Ketterer, LTD, Ennis Britton, LPA, Onda, LaBuhn, Rankin & Boggs Co., LPA and Pepple & Waggoner, LTD as the firms to represent the District in legal matters.**

Motion by Debbie Dunlap, second by Neal Whitman

Final Resolution: Motion carries.

Yea: Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

Abstain: Robert Barga

**15.01 Approve Firms to Provide Legal Services (a) REF: 01.8.18**

BE IT RESOLVED, to approve the following firms to provide legal services on an as needed basis:

1. Brickler & Eckler
2. Day Ketterer, LTD
3. Ennis Britton, LPA
4. Onda, LaBuhn, Rankin & Boggs Co., LPA
5. Pepple & Waggoner, LTD

**16. Approve Membership in the Ohio School Boards Association**

**Motion to approve membership in the Ohio School Board Association.**

Motion by Debbie Dunlap, second by Neal Whitman

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**16.01 Approve Membership in the Ohio School Boards Association (a) REF: 01.8.18**

WHEREAS, R.C. 3313.87 entitles a Board of Education to join a school board’s association by a majority vote of its members and grant the authority to appropriate from its general fund an amount sufficient to pay the annual dues within prescribed limits, and

WHEREAS, the experience of past Boards of Education has proved the value of membership into the Ohio School Boards Association for in-service and growth of Board Members, now therefore.

BE IT RESOLVED, that the Treasurer be authorized to continue the membership of the Board of Education in the Ohio School Boards Association.

**17. Resolution Regarding Gifts, Incentives and Amenities**

**Motion to approve the resolution regarding gifts, incentives and amenities.**

Motion by Jeni Quesenberry, second by Robert Barga

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**17.01 Resolution Regarding Gifts, Incentives and Amenities (a) REF: 01.8.18**

Whereas, the Board of Education recognizes the value in providing meals, refreshments, and/or other amenities for students, staff, retirees, board members and citizens who participate in meetings, professional development, recognitions, or other occasions as deemed appropriate by the superintendent,

Whereas, the Board of Education recognizes the value in honoring and recognizing students, staff, retirees, board members and citizens for their achievements and/or contributions to the District by providing plaques, token gifts, awards, and/or other amenities as deemed appropriate by the superintendent,

Be it Resolved, that the Board of Education hereby affirms that these expenses do serve a valid and proper public purpose by enhancing morale, improving rapport with the community, staff, and students, encouraging participation in meetings, and the furthering of other legitimate interests.

**18. Personnel**

**Motion to approve the transition agreement between Brian Coffey and the Reynoldsburg City School District Board of Education.**

Motion by Robert Barga, second by Neal Whitman

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**18.01 Transition Agreement (a) REF: 01.8.18**

BE IT RESOLVED, in accordance with the Superintendent's recommendation, to approve the transition agreement between Brian Coffey and the Reynoldsburg City School District Board of Education.

**19. Adjournment**

**Motion to adjourn.**

Motion by Debbie Dunlap, second by Robert Barga

Final Resolution: Motion carries.

Yea: Robert Barga, Debbie Dunlap, Jeni Quesenberry, Neal Whitman, Joe Begeny

**19.01 Adjournment (a) REF: 01.8.18**

**The meeting was adjourned.**

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 President

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 Treasurer