

**Tax Budget Hearing/Organizational Meeting of the
West Geauga Board of Education
Chesterland, Ohio**

**Monday, January 12, 2015
6:45 p.m.
Middle School Community Room**

This meeting is of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is time for public participation during the meeting as indicated in agenda item 'Remarks of the Public'.

I. Meeting Called to Order – President Pro-Tempore Dan Thoreson

II. Roll Call

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____

III. Pledge of Allegiance

IV. Approval of Agenda/Addendum Items

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

V. Organization of the Board for 2015

A. Election of a President for 2015 (accept nominations, no second needed, then ballot; upon election, president leads remainder of meeting)

Nominations:

Name: _____ By: _____
Name: _____ By: _____

Roll Call to Close:

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

Roll Call to Elect: (vote choice)

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

Oath of Office – President, by Karen Penler, Treasurer

B. Election of a Vice President for 2015 (accept nominations, no second needed, then ballot)

Nominations:

Name: _____ By: _____
Name: _____ By: _____

Roll Call to Close:

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreso+ _____
Approved _____ Not Approved _____ Other _____

Roll Call to Elect: (vote choice)

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreso+ _____
Approved _____ Not Approved _____ Other _____

Oath of Office – Board Vice President, by Karen Penler, Treasurer

C. Resolution to Approval 2015 Board Meeting Dates, Time, and Location

OP-1

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

D. Resolution to Approve Establishment of Service Fund

In accordance with O.R.C. 3315.15, the Board needs to establish a service fund to be used for paying expenses of Board members actually incurred in the performance of their duties. The amount allocated will not exceed the maximum amount allowable under O.R.C. 3315.15. Payment for conference expenses will be made in accordance with the district’s professional meeting guidelines.

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

E. Resolution to Approve 2015 Compensation for Board Members

Each Board member shall be compensated in the amounts and for the number of meetings as outlined in O.R.C. 3313.12 (Board of Education Bylaw 0147). Current compensation for Board members is \$80.00 per meeting, with a maximum number of meetings set at 24. Board members are paid after the end of each quarter.

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

F. Resolution to Approve Board Appointments on Behalf of the Board

1. OSBA Legislative Liaison _____
2. OSBA Student Achievement Liaison _____
3. OSBA Capital Conference Delegate and Alternate Delegate _____
4. WGCJRD Representatives: Bernie Mandel – April 2017; Susan Ebersbacher – April 2016; John Gromek – April 2015

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

G. Resolution to Approve the Appointment of the Board of Education Representative to Standing Committees

1. Curriculum _____
2. Technology Committee _____
3. Finance Committee _____
4. Operations Committee _____
5. Personnel Committee _____
6. Policy Committee _____

Note: Acknowledge that the Records Committee is comprised of the Board of Education President, Treasurer, and Superintendent. R.C. 149.41 - The records commission must meet every 12 months. It is required to inventory the district’s public records and adopt a records retention schedule.

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

H. Resolution to Adopt Operating Protocol – for Regular Meeting

- Roll Call
- Pledge of Allegiance
- Approval of Agenda/Addendum Items
- Minutes
- Remarks of the Public
- Superintendent’s Report
- Superintendent’s Recommendations
- Treasurer’s Report
- Treasurer’s Recommendations
- Standing Committee Discussions
- New Business
- Announcement of Next Board Meeting
- Adjournment

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

I. Board Members May Participate in Group Benefit Plans Provided to Employees of the District by Paying the Full Premium to the Treasurer of the District in Monthly Installments

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

VI. **Treasurer’s Business**

A. Authorization Resolution

Resolution to authorize the Treasurer of the West Geauga Local School District to request the County Auditor to advance taxes from the proceeds of the tax levies pursuant to Section 321.340 of the Ohio Revised Code to meet current expenses as needed during the period of January 1, 2015 through December 31, 2015;

AND FURTHER RESOLVE under authority of Section 3313.20 O.R.C. that the Board dispense with approval of ordinary bills for purchases made under authority of the annual appropriations resolution and permit payment as seems advantageous;

AND FURTHER RESOLVE to waive the reading of the minutes of the Board as authorized by Amended House Bill #424;

AND FURTHER RESOLVE to authorize the Treasurer to invest funds that are not needed to meet current expenditures in accordance with Board policy – Section 135.09 O.R.C.;

AND FURTHER RESOLVE to authorize the Treasurer to make appropriate modifications to the budgets as necessary during the year;

AND FURTHER RESOLVE to authorize the signature of the Treasurer or the facsimile thereof, to be used on all checks and warrants;

AND FURTHER RESOLVE to authorize the Treasurer to make adjustments, transfers and additional modifications to budget, revenue and appropriation accounts, as necessary to update and/or close fiscal year 2015 without Board action;

AND FURTHER RESOLVE to authorize the Treasurer to designate the following financial institutions as depositories for calendar year 2015:

1. Huntington National Bank
2. First National Bank
3. Star Ohio

AND FURTHER RESOLVE to authorize the Treasurer to be the Board’s representative for required public records training for the following members: Dan Thoreson, Jackie Dottore, Michael Douglas, Ben Kotowski and Thomas Phelps;

AND FURTHER RESOLVE to authorize the distribution of interest earnings:

- 001 General Fund
- 006 Lunch Room Fund
- 007 Special Trust
- 200 Student Managed Student Activity
- 401 Auxiliary Funds

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

B. 2015 Designation of Newspapers

The Treasurer requests authority to designate these newspapers of general circulation in the district to continue to receive meeting notices as required by law. Any newspaper wishing to receive notification of meetings must submit a request in writing to the Treasurer indicating the name of the individual to receive the notice and the complete address for the newspaper.

- 1. News-Herald – Geauga County Edition
- 2. Plain Dealer
- 3. Chagrin Solon Sun
- 4. Chesterland News
- 5. Geauga County Maple Leaf

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

C. Representation of Legal Counsel

A resolution to approve the following list of firms for legal counsel representation during 2015:

- John A. Podgurski, Attorney at Law
- Britton Smith Peters & Kalail Co., LPA
- McDonald Hopkins, LLC
- Ohio Schools Council’s Legal Hotline
- Roetzel & Andress
- Squire, Sanders & Dempsey, LLP
- Walter and Haverfield, LLP

Additionally, the Ohio School Boards Association (OSBA) and the Geauga County Prosecutor may be used as appropriate.

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

D. Designation of Taylor Insurance Group as Health Insurance Broker/Consultant for Calendar Year 2015

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

E. Authorize the Treasurer to Seek Personal Bonds for the Board President and Members, Superintendent, Business Manager and Treasurer

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

F. Authorize the Board President and Treasurer to Borrow Funds

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

G. Budget for the 2015-2016 Fiscal Year

1. Public Hearing on the Proposed 2015-2016 Fiscal Year Budget
2. Resolution Adopting the Budget for the 2015-2016 Fiscal Year

TB-1

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

VII. Superintendent's Business

A. Authorization Resolution

Resolution to grant authority to the Superintendent of the West Geauga Local School District to excuse teachers and other school employees for attendance at, and provide all approved expenses in accordance with Board policies and reimbursement rates for professional and/or in-service meetings in 2015;

AND FURTHER RESOLVE to grant the Superintendent or his designee authority to file applications for all projects considered desirable for the West Geauga Local School District;

AND FURTHER RESOLVE to designate the Superintendent or his designee as purchasing agent for the West Geauga Local School District for 2015;

AND FURTHER RESOLVE to recognize the Superintendent or his designee (an administrator of the Geauga County Educational Service Center) as the appeal officer for out-of-school suspensions and expulsions;

AND FURTHER RESOLVE to authorize the Superintendent to hire personnel which includes substitutes and emergency replacement personnel and accept resignations on behalf of the Board. Any appointments will be presented to the Board for approval at the earliest meeting;

AND FURTHER RESOLVE to authorize the Board of Education to appoint the Superintendent as the representative to the Ohio High School Athletic Association for matters including but not limited to student transfers;

AND FURTHER RESOLVE to authorize the Board of Education to authorize the Superintendent to invoke emergency action to repair or replace property or otherwise make possible the continuous operation of schools, and further to close schools or dismiss early in event of hazardous weather or other emergencies;

AND FURTHER RESOLVE to authorize the Board of Education to authorize the Superintendent to seek and participate in grants and contracts for various funded programs from outside sources;

AND FURTHER RESOLVE to authorize the Superintendent to update instructional materials, courseware and textbooks as needed;

AND FURTHER RESOLVE to authorize the Superintendent to delegate to principals the authority to enter into contracts, as needed, in areas of photography, yearbook, graduations, and related school events. Principals must notify Superintendent of such agreements.

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

B. Establish 2015 Committees on Behalf of District Administrative Leadership

1. Audit Committee
2. District Communications Committee
3. District Technology Committee
4. Insurance Committee
5. School Safety Task Force
6. Wellness Committee
7. West Geauga Professional Development Committee

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

C. Appointment of Staff to Positions for the 2015 Year

It is the recommendation of the Superintendent to appoint the designated staff to the following positions:

1. Title IX Hearing Officer (Director of Pupil Personnel)
2. Anti-Harassment Grievance Officer (Director of Pupil Personnel)
3. Disabilities Act Coordinator (Director of Pupil Personnel)
4. 504 Compliance Officer (Director of Pupil Personnel)
5. Civil Rights Coordinator(Director of Pupil Personnel)
6. Homeless Liaison (Director of Pupil Personnel)
7. Asbestos Manager (Business Manager)

D. Approval of Support Groups by Superintendent

1. West Geauga Secondary P.T.O.
2. Lindsey Elementary P.T.O.
3. Westwood Elementary P.T.O.
4. West Geauga Band Boosters
5. West Geauga Athletic Boosters
6. Lacrosse Club
7. Swim Club
8. West Geauga Fencing
9. West Geauga Hockey
10. West Geauga Destination Imagination
11. Wolverine Gridiron Club
12. West Geauga Prom

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

VIII. Announcement of Next Board Meeting

Special Meeting, 5:00 pm (Executive Session only)
 January 14, 2015
 Middle School Community Room
 8611 Cedar Road
 Chesterland, Ohio 44026

Regular Meeting, 7:00 pm
 January 15, 2015
 Middle School Community Room
 8611 Cedar Road
 Chesterland, Ohio 44026

IX. Adjournment

J. Dottore _____ M. Douglas _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____