

**Organizational Meeting of the
West Geauga Board of Education
Chesterland, Ohio**

**Thursday, January 9, 2014
7 p.m.
West Geauga Middle School Community Room**

This meeting is a meeting 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 Hearing of the Public.

REVISED

I. Meeting Called to Order – President Pro-Tempore Michael Kilroy

II. Pledge of Allegiance

III. Swearing in of Elected Board Members – Judge Terry Stupica

Dr. Thomas Phelps
Mr. Dan Thoreson

IV. Roll Call

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

V. Approval of Agenda/Addendum Items

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

VI. Minutes

A. Meeting Minutes of December 14, 2013 and December 16, 2013 Item M-1

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

VII. Remarks of the Public – Please Note: All persons wishing to address the Board have a five-minute limitation. Please state your name, address, and topic.

VIII. Organization of the Board for 2014

A. Election of a President for 2014 (accept nominations, no second needed, then ballot; upon election, president leads remainder of meeting)

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

B. Election of a Vice President for 2014 (accept nominations, no second needed, then ballot)

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

C. Approval of 2014 Board Meeting Dates, Time, and Location

All meetings are scheduled for the 2nd and 4th Monday of the month at 7 p.m. in the Middle School Community Room unless otherwise noted:

January 6	April 28 (4 th Monday)	September 8 <i>Work Session</i>
January 13	May 19 (3 rd Monday)	September 22
January 27	June 9 <i>Work Session</i>	October 13 <i>Work Session</i>
February 10 <i>Work Session</i>	June 23	October 27
February 24	July 21 (3 rd Monday)	November 17 (3 rd Monday)
March 10 <i>Work Session</i>	August 18 (3 rd Monday)	December 15 (3 rd Monday)
March 24		

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

D. 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. Kilroy _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

E. 2014 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. Kilroy _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

F. Board Appointments on Behalf of the Board (Names in parenthesis are for 2013)

1. OSBA Legislative Liaison (Ben Kotowski)
2. OSBA Student Achievement Liaison (Sally Gillmore)
3. OSBA Capital Conference Delegate and Alternate Delegate (Jackie Dottore and Michael Kilroy)
4. WGCJRD Representatives: Susan Ebersbacher – April 2016; John Gromek – April 2015; Bernie Mandel – April 2014

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

G. Appointment of the Board of Education Representative to Standing Committees/Committees of the Board
(Names in parenthesis are for 2013)

1. Curriculum (Sally Gillmore)
2. Technology Committee (Michael Kilroy)
3. Finance Committee (Ben Kotowski)
4. Operations Committee (Michael Kilroy)
5. Personnel Committee (Bill Beers)
6. Policy Committee (Jackie Dottore)

Note: Acknowledge that the Records Commission 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.

H. Operating Protocol Review and Adoption

OP-1

IX. 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, 2014 through December 31, 2014;

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 – 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 close fiscal year 2014.

AND FURTHER RESOLVE to authorize the Treasurer to designate the following financial institutions as depositories for calendar year 2014:

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

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

B. 2014 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 – Geauga County Edition
- 3. Chagrin Valley Times
- 4. Chesterland News
- 5. Geauga County Maple Leaf

J. Dottore _____ M. Kilroy _____ 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 2014:

- John A. Podgurski, Attorney at Law
- Britton Smith Peters & Kalail Co., LPA
- McDonald Hopkins, LLC
- Ohio Schools Council’s Legal Hotline Program
- 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. Kilroy _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
 Approved _____ Not Approved _____ Other _____

D. Budget for the 2014-2015 Fiscal Year

- 1. Public Hearing on the Proposed 2014-2015 Fiscal Year Budget
- 2. Resolution Adopting the Budget for the 2014-2015 Fiscal Year Item TB-1

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

X. **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 for professional and/or in-service meetings in 2014;

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 2014;

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 FURTHER RESOLVE to authorize the Superintendent to hire personnel and accept resignations on behalf of the Board, pending final Board approval;

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. Kilroy _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

B. Establish 2014 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. Kilroy _____ B. Kotowski _____ T. Phelps _____ D. Thoreson _____
Approved _____ Not Approved _____ Other _____

C. Appointment of Staff to Positions for the 2014 Year

It is the recommendation of the Superintendent to appoint the Director of Pupil Services to the following positions:

1. Title IX Hearing Officer
2. Anti-Harassment Grievance Officer
3. 504 Compliance Officer
4. Civil Rights Coordinator
5. Homeless Liaison

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Approved _____ Not Approved _____ Other _____

ORGANIZATIONAL MEETING ITEMS END HERE

XI. Recognition/Commendations

- A. School Board Recognition Month – January 2014

XII. New Business -- Discussion of:

- Update on Treasurer Search
- Creation of Outstanding Achievement Award
- Implementation of Instructional Technology
- Creation of Alumni Association
- Creation of Business Manager Position
- Holding of 2014 Board Retreat
- Open Enrollment--Policy 5113
- Video recording of future Board of Education Meetings

XIII. Standing Committee Reports

- A. Scheduling of Committee Meetings
- B. Curriculum/Technology Committee--S. Gillmore/M. Kilroy
- C. Finance Committee – B. Kotowski
- D. Operations Committee – M. Kilroy
- E. Personnel Committee – B. Beers
- F. Policy Committee – J. Dottore
 - Policy Update – Volume 32, No. 1 – 2nd Reading

SC-1

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

XIV. Informative Reports

- A. Superintendent's Report

IR-1

XV. Superintendent's Recommendations

- A. Personnel
- B. OSBA Legal Assistance Fund Membership
- C. District Belief Statements
- D. Professional Development Schedule for Second Semester

S-1
S-2
S-3

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

XVI. Announcement of Next Board Meeting

Regular Meeting - 7 p.m.
 *Monday, January 13, 2013
 Middle School Community Room
 8611 Cedar Road
 Chesterland, Ohio 44026

*Pending approval of 2014 Board Meeting Dates (Section VIII. Organization of the Board for 2014 – Item C)

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

XVII. Adjournment

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