

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

**Monday, January 14, 2013
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.

I. Meeting Called to Order – President Pro-Tempore Bill Beers

II. Pledge of Allegiance

III. Roll Call

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____

IV. Approval of Agenda/Addendum Items

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
Approved _____ Not Approved _____ Other _____

V. Minutes

A. Meeting Minutes of December 17, 2012

Item M-1

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
Approved _____ Not Approved _____ Other _____

VI. 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.

VII. Organization of the Board for 2013

A. Election of a President for 2013 (accept nominations, no second needed, then ballot; upon election, president leads remainder of meeting)

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
Approved _____ Not Approved _____ Other _____

B. Election of a Vice President for 2013 (accept nominations, no second needed, then ballot)

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
Approved _____ Not Approved _____ Other _____

C. Approval of 2013 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 14 | April 22 | September 9 |
| January 28 | May 20 (3 rd Monday) | September 23 |
| February 11 | June 10 | October 14 |
| February 25 | June 24 | October 28 |
| March 18 (3 rd Monday) | July 15 (3 rd Monday) | November 18 (3 rd Monday) |
| April 8 | August 19 (3 rd Monday) | December 16 (3 rd Monday) |

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
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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.

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
 Approved _____ Not Approved _____ Other _____

E. 2013 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.

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
 Approved _____ Not Approved _____ Other _____

F. Board Appointments on Behalf of the Board (Names in parenthesis are for 2012)

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. WGEF Representative (Jackie Dottore)
5. WGCJRD Representatives: Susan Ebersbacher – April 2013; John Gromek – April 2015; Bernie Mandel – April 2014

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
 Approved _____ Not Approved _____ Other _____

G. Appointment of the Board of Education Representative to Standing Committees/Committees of the Board (Names in parenthesis are for 2012)

1. Advocacy Committee (Michael Kilroy)
2. Curriculum/Technology Committee (Sally Gillmore/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.

VIII. 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, 2013 through December 31, 2013;

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 2013.

AND FURTHER RESOLVE to authorize the Treasurer to designate the following financial institutions as depositories for calendar year 2013:

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

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
 Approved _____ Not Approved _____ Other _____

B. 2013 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

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
 Approved _____ Not Approved _____ Other _____

C. Representation of Legal Counsel

A resolution to approve the following list of firms for legal counsel representation during 2013:

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.

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Approved _____ Not Approved _____ Other _____

D. Budget for the 2013-2014 Fiscal Year

- 1. Public Hearing on the Proposed 2013-2014 Fiscal Year Budget
- 2. Resolution Adopting the Budget for the 2013-2014 Fiscal Year

Item TB-1

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
Approved _____ Not Approved _____ Other _____

IX. 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 2013;

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 2013;

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 will notify Superintendent of such agreements.

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
Approved _____ Not Approved _____ Other _____

B. Establish 2013 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

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
 Approved _____ Not Approved _____ Other _____

C. Appointment of Staff to Positions for the 2013 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

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
 Approved _____ Not Approved _____ Other _____

X. **Recognition/Commendations**

- A. School Board Recognition Month – January 2013

XI. **Standing Committee Reports**

- A. Scheduling of Committee Meetings
- B. Advocacy Committee – M. Kilroy
- C. Curriculum/Technology Committee–S. Gillmore/M. Kilroy
- D. Finance Committee – B. Kotowski
- E. Operations Committee – M. Kilroy
- F. Personnel Committee – B. Beers
- G. Policy Committee – J. Dottore

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 Approved _____ Not Approved _____ Other _____

XII. **Informative Reports**

- A. Superintendent's Report
- B. Lindsey Elementary Presentation – Tiered Intervention
- C. Principals' Reports

IR-1

XIII. **Treasurer's Recommendation**

- A. December Warrants
- B. Statements of Purpose and Budget
- C. "In Lieu Of" Payments

T-1

T-2

T-3

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
 Approved _____ Not Approved _____ Other _____

XIV. Superintendent's Recommendations

- A. Personnel S-1
- B. OSBA Legal Assistance Fund Membership S-2
- C. Donations to District S-3

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
Approved _____ Not Approved _____ Other _____

XV. Contracts

- A. ThenDesign Architecture – Standard Form of Agreement C-1

XVI. Executive Session

- A. To Discuss Matters Required to be kept Confidential by Federal Law or Regulations or State Statues – O.R.C. 121.22 (G)(5)

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
Approved _____ Not Approved _____ Other _____

XVII. Announcement of Next Board Meeting

Regular Meeting - 7 p.m.
*Monday, January 28, 2013
Middle School Community Room
8611 Cedar Road
Chesterland, Ohio 44026

*Pending approval of 2013 Board Meeting Dates (Section VIII. Organization of the Board for 2013 – Item C)

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
Approved _____ Not Approved _____ Other _____

XVIII. Adjournment

B. Beers _____ J. Dottore _____ S. Gillmore _____ M. Kilroy _____ B. Kotowski _____
Approved _____ Not Approved _____ Other _____