

LAKE LOCAL BOARD OF EDUCATION ORGANIZATIONAL MEETING MINUTES – January 10, 2022



Time: 6:00 p.m. **Location:** Lake Elementary School – Cafetorium

1. Call to order and roll call by the President Pro-tempore

ROLL CALL: Member Anderson – yes, Member Bailey – yes, Member Cain – yes, Member Doane – yes, Member VanderKaay – yes. All yes.

2. Pledge of Allegiance

3. Oath of Office – Jenny Anderson, Derrick Bailey and Adam Doane

4. President Pro-tempore calls for nominations for President

Member Cain nominated Member Anderson.

a. Closed nomination(s)

01:22 Motion by: Member VanderKaay, Second by: Member Doane

ROLL CALL: Member Bailey – yes, Member Cain – yes, Member Doane – yes, Member VanderKaay – yes, Member Anderson – yes. All yes.

b. Roll call vote

02:22 Motion by: Member Cain, Second by: Member VanderKaay

ROLL CALL: Member Cain – yes, Member Doane – yes, Member VanderKaay – yes, Member Anderson – yes, Member Bailey – yes. All yes.

5. President calls for nominations for Vice President

Member VanderKaay nominated Member Doane.

a. Closed nomination(s)

03:22 Motion by: Member VanderKaay, Second by: Member Cain

ROLL CALL: Member Doane – yes, Member VanderKaay – yes, Member Anderson – yes, Member Bailey – yes, Member Cain – yes. All yes.

b. Roll call vote

04:22 Motion by: Member Cain, Second by: Member Doane

ROLL CALL: Member VanderKaay – yes, Member Anderson – yes, Member Bailey – yes, Member Cain – yes, Member Doane – yes. All yes.

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6. Additions and/or deletions to the agenda

- a. Items 9-11 instead of 8-10 for motion/roll call

7. Adoption of the agenda

05:22 Motion by: Member VanderKaay, Second by: Member Anderson

ROLL CALL: Member Anderson – yes, Member Bailey – yes, Member Cain – yes, Member Doane – yes, Member VanderKaay – yes. All yes.

8. Appointments

- a. **2022 Legislative Liaison – Member Cain**
- b. **2022 Legislative Alternate – Member Bailey**
- c. **Student Achievement Liaison – Member Anderson**
- d. **Policy Committee Members – Members Bailey and Cain**

06:22 Motion by: Member Doane, Second by: Member VanderKaay

ROLL CALL: Member Bailey – yes, Member Cain – yes, Member Doane – yes, Member VanderKaay – yes, Member Anderson – yes. All yes.

9. Organizational Matters

It is recommended that the following organizational matters be adopted:

a. Board Meetings

Establish date, time, and location for regular meetings. Maintain the third Monday of every month at 6:00 p.m. at Lake Elementary School – Cafetorium, unless another location is noted in the previous meeting.

b. Service Fund

A Board Service Fund will be established in accordance with O.R.C. 3315.15.

c. Board Compensation

Board Members will be compensated for meetings in accordance with O.R.C. at the maximum allowable rate including training and in-services.

d. OSBA Membership

The OSBA membership will be renewed for **2022** – cost **\$6,985.00** – includes electronic issues of School Management News and free online Briefcase subscription, plus an additional **\$250.00** for legal assistance fund consultant.

e. Board Authorization

It is recommended that the Board of Education approve the following authorization for the Superintendent and Treasurer:

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Section 1 – That the auditor of Stark County be and is hereby requested to issue an order to the Treasurer of Stark County to pay to the Treasurer of this Board of Education such funds as may be available for distribution by said County Treasurer.

Section 2 – That the President or Vice President be and are hereby authorized to sign, and the Treasurer is authorized to countersign, the appropriate documents to secure such advances, as well as the secondary documents to secure the semi-annual settlement with the County Treasurer.

Section 3 – The such authorizations shall extend to all advances requested.

Section 4 – That the Treasurer of the Board be and is hereby authorized and directed to certify a copy of this resolution to the County Auditor and make such other certification and reports to the county auditor as may be necessary to make this resolution effective.

Section 5 – In accordance with Section 3313.51, O.R.C., that the Treasurer of the Board be and hereby is authorized as Treasurer of the school funds and that no monies of the school district shall be paid out except on a signed check or authorized wire by the Treasurer.

The school district Treasurer is directed to invest funds during the calendar year **2022** in accordance with Board Policy.

The school Treasurer shall make all necessary fund transfers and provide a report of such transfers to the Board.

The Treasurer shall be authorized to write-off uncollectible checks.

The Board of Education hereby determines that it may be necessary to borrow money in the anticipation of collection of current revenues, and

Whereas, said Board is authorized by law to borrow money and issue notes in anticipation of the collection of such revenue, which is deemed appropriated for the payment of such notes at maturity.

Therefore, Be It Resolved, that in anticipation of the receipt of such money and for the purpose of meeting payment of current operating demands, this Board of Education of the Lake Local School District borrow as permitted by statute with interest at the prevailing rate for a period not to exceed six (6) months.

It is Further Resolved, the Treasurer arrange for the borrowing of such amount under the conditions herein noted, and that she be and is authorized to execute and deliver notes therefore

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to secure the same, and place the money thus obtained to the account of the proper fund in the Treasury of the School District.

The Superintendent shall be authorized to employ personnel as needed. Such employment shall be presented for approval by the Board of Education at the next regular meeting.

The Superintendent shall be authorized to accept resignations. Each resignation shall be presented for approval by the Board of Education at a regular board of education meeting.

The Superintendent shall be authorized to notify those administrators whose contracts are expiring of their opportunity to meet with the Board in accordance with O.R.C.

The Superintendent shall be authorized to approve activity account incomes and expenditures.

The Superintendent and/or designee shall be authorized to oversee all Federal and State programs, projects and/or grants as awarded or issued to Lake Local.

The Board of Education authorizes the Superintendent to select and employ legal counsel and to initiate legal action to protect and/or defend the interests of the Board/District. Such actions may include but are not limited to appeals of tax issues, workers' and unemployment compensation claims, litigation and actions before administrative agencies.

Further, the Superintendent is authorized to settle such claims if it is in the best interest of the Board/District.

The Treasurer shall be authorized to serve as wage coordinator.

The Treasurer shall be designated to serve as records officer and Board designee to attend Public Records Training.

The Curriculum Director shall be designated to serve as the Title IX Lake Local hearing officer.

The Business Manager shall be designated to serve as the American Disabilities ~~ACT~~ Act Coordinator.

The Business Manager shall be designated to serve as the Toxic Hazard Preparedness Officer.

The Curriculum Director shall be appointed as District liaison for homeless students.

The Curriculum Director and/or Business Manager shall be designated to serve as sexual harassment grievance officers.

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The Superintendent shall be appointed as the District credit card compliance officer.

The Superintendent shall be appointed as the District compliance officer/Civil Rights Coordinator.

Section 6 - The Treasurer is authorized to approve fleet and property insurance renewal with the insurance company providing the most competitive and responsible bid.

The Treasurer is authorized to approve liability insurance renewal with the insurance company providing the most competitive and responsible bid.

The Ohio High School Athletic Association membership be renewed for the **2022-23** school year.

Participation with the State Support Team Region 9 be renewed for **2022**.

The Superintendent is authorized to secure certified substitute personnel from the certified substitute list and any amendments as presented by the Stark County Educational Service Center for the **2022-23** school year.

The Superintendent is authorized to secure personnel on an as needed basis to conduct the summer school and after school programs.

The Superintendent is authorized to approve a cell phone stipend per Board Policy EGAC.

The Food Service Director be authorized to accept competitive/responsible quotes in cooperation with the Stark County Council of Government Cooperative products.

The Superintendent and Treasurer are authorized to accept purpose and policy statements and establish corresponding accounts.

The Superintendent and Treasurer are authorized to declare equipment obsolete.

The audio recording of a board meeting is a public record and will be made available to the public. These recordings will serve as verbatim transcripts of such meetings and will be used to summarize Board of Education minutes and retained in accordance with the District's record retention schedule.

10. Resolution

WHEREAS, from time to time, the Lake School District needs to conduct meetings and other gatherings to advance the goals of the district; and

WHEREAS, the Board has determined that it may be necessary and appropriate to provide food/refreshments to individuals attending such meetings; and

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WHEREAS, these items will be purchased with public funds; and

WHEREAS, the Board finds that such expenditures constitute a proper public purpose;

NOW THEREFORE BE IT RESOLVED, that the Board of Education authorize the purchase of such food/refreshments as may be necessary to advance the public purpose.

11. Bond/Position Bond

The Treasurer and Business Manager shall both be bonded in the amount of \$75,000.00 for the terms of their contracts.

07:22 (~~8-10~~ 9-11) Motion by: Member Bailey, Second by: Member VanderKaay

Member Bailey – Are the Curriculum Director and Business Manager the right people to be the sexual harassment officers?

Answer – Yes, we need to have a licensed administrator other than the Superintendent. There is a process at the building level and then these two administrators outside of the buildings.

Member Bailey – In terms of borrowing money, is this outside of HB264? I know we borrowed money for longer than 6 months.

Answer – Yes this is completely different than HB264 debt. That debt would require specific Board action.

Member VanderKaay – Is the \$75,000 bond sufficient for today's market?

Answer – We have additional coverage under our liability insurance.

ROLL CALL: Member Cain – yes, Member Doane – yes, Member VanderKaay – yes, Member Anderson – yes, Member Bailey – yes. All yes.

12. Adjourn

Time: 6:17 pm

08:22 Motion by: Member Cain, Second by: Member VanderKaay

ROLL CALL: Member Doane – yes, Member VanderKaay – yes, Member Anderson – yes, Member Bailey – yes, Member Cain – yes. All yes.

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President

Treasurer