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# BIG WALNUT

## LOCAL SCHOOL DISTRICT

MINUTES  
BIG WALNUT LOCAL SCHOOL DISTRICT  
ORGANIZATIONAL BOARD MEETING  
January 14, 2013  
Big Walnut Middle School, Commons, 6:00 P.M.

Call to Order by Dr. Allison Fagan, President Pro Tempore.

- A. Pledge of Allegiance
- B. Roll Call: Mrs. Lillie, Mrs. Meyer, Mr. Wecker, Mrs. Hines, Dr. Fagan

Election of President

Dr. Fagan, President Pro Tempore, will declare that nominations are open for President of the Big Walnut Local School Board of Education for 2013. Nomination by Mrs. Lillie for Dr. Fagan to be President for the Big Walnut Board of Education. No other nominations.

13-01 Motion by Mr. Wecker, Seconded by Mrs. Meyer to close nominations for President and that Dr. Fagan be elected as President of the Big Walnut Local School Board of Education for 2013.

VOTE: YEAS Mrs. Meyer, Mr. Wecker, Mrs. Hines, Dr. Fagan, Mrs. Lillie

Election of Vice President

Dr. Fagan, President Pro Tempore, will declare that nominations are open for Vice President of the Big Walnut Local School Board of Education for 2013. Nomination by Mrs. Hines for Mrs. Meyer to be Vice President for the Big Walnut Board of Education. No other nominations.

13-02 Motion by Mrs. Lillie, Seconded by Mrs. Hines to close nominations for Vice President and that Mrs. Meyer be elected as Vice President of the Big Walnut Local School Board of Education for 2013.

VOTE: YEAS Mr. Wecker, Mrs. Hines, Dr. Fagan, Mrs. Lillie, Mrs. Meyer

Administration of Oath to Newly Elected Officers

Mrs. Felicia Drummey, Treasurer, administers the oath of office to the newly elected President and Vice President of the Board of Education.

The newly elected President will now preside.

Date, Time and Place of Regular Meetings in 2013

13-03 Motion by Mrs. Lillie, Seconded by Mrs. Meyer to designate the second Monday of each month of 2013 as the regular meeting date of the Big Walnut Board of Education, except for the month of November in which the meeting will be held on November 18, 2013. Meetings will be at 6:30 P.M. at Big Walnut High School in the Media Center.

VOTE: YEAS Mrs. Hines, Dr. Fagan, Mrs. Lillie, Mrs. Meyer, Mr. Wecker

Establishment of Service Fund – Board Members

13-04 Motion by Mrs. Lillie, Seconded by Mrs. Hines recommending the Board adopt the following resolution:

WHEREAS, Revised Code Section 3315.15 provides for the setting aside from the general fund a sum of not to exceed two dollars (\$2.00) for each child enrolled, or twenty thousand dollars (\$20,000.00), whichever is greater, except that in the case of an educational service center, the fund shall not exceed twenty thousand dollars (\$20,000), 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-elected 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 that the Board of Education of the Big Walnut Local School District does hereby establish a service fund, such fund to be set aside as an account within the general fund, and there is hereby appropriated for the purpose of said service fund the sum of \$6,044 which shall be incorporated into the appropriations of this school district for Fiscal year 2013.

VOTE: YEAS Dr. Fagan, Mrs. Lillie, Mrs. Meyer, Mr. Wecker, Mrs. Hines

Resolutions for 2013

13-05 Motion by Mrs. Lillie, Seconded by Mr. Wecker recommending the Board approve the following resolutions for 2013:

WHEREAS, the Treasurer of Delaware County has collected and is holding funds in the county treasury to the account of this school district which funds are applicable to meet the lawful expenditures of this school district during the current fiscal year.

NOW THEREFORE, BE IT RESOLVED that the County Auditor is hereby requested, pursuant to Section 321.34 of the Revised Code, to issue warrants upon the County Treasurer in favor of the Treasurer of this School District in the aggregate amount of 90% of the portion of the taxes assessed and collected for and on behalf of this School District. The County Auditor is further requested to determine that portion of the total amount requested which is payable to the bond retirement fund and to issue a separate warrant for that amount with the remainder to be paid for the use of the general fund of the District.

BE IT FURTHER RESOLVED that the Treasurer certify a copy of this Resolution to the Auditor of Delaware County, Ohio.

- a. Authorization for the Withdrawals of Funds from the General Deposit Account, the Payroll Account, and the Bond and Coupon Account.

WHEREAS the Board of Education of the Big Walnut Local School District has designated depository accounts for its active funds for a five-year period ending December 1, 2016.

THEREFORE, BE IT RESOLVED by the Board of Education of the Big Walnut School District that:

1. Funds of deposit in all accounts shall be withdrawn by means of checks issued in the name of the Board of Education signed (or with facsimile signature) by the Treasurer for general warrants for payroll warrants.
2. The Treasurer shall furnish said bank, and other public depositories for interim funds, a certified copy of this resolution and specimen signature of the Treasurer of the Big Walnut Board of Education.

3. Public depositories are hereby authorized to assume this resolution to be in effect until written notice of change is provided.
- b. Board Member Compensation
    1. Be it resolved that for all new terms commencing after the date of this resolution, members of the Board of Education shall be compensated at the maximum rate permitted by law.
    2. Be it resolved that board members shall be compensated for attendance at approved training programs not to exceed sixty dollars (\$60) a day for training programs three hours or fewer than in length and one hundred twenty-five dollars (\$125) a day for attendance at training programs longer than three hours in length.
  - c. Authorization to Appoint Designee

Be it resolved that the school district treasurer shall be appointed as the board member's designee to obtain three hours of certified public records training per each official's term in the office in accordance with House Bill 9 mandated public records and open meetings law training.
  - d. Authorization to Invest Interim Inactive Funds

Be it resolved that the Treasurer be authorized to invest funds, the purpose of all investment activities is to maximize the return on the district's excess cash balances consistent with complete safety of the portfolio's principal value and the liquidity desired and further, that the Treasurer be authorized to secure services of approval securities advisors, brokers and banks.
  - e. Authorization for Payment of Bills

Be it resolved that the Treasurer be authorized to pay all bills within the limits of the appropriations resolution as bills are received for merchandise that has been received in good condition and for services satisfactorily performed.
  - f. Authorization for Employment of Personnel

Be it resolved that the Superintendent be authorized to employ personnel necessary to meet the needs of the district subject to board approval for ratification at the next regularly scheduled school board meeting.
  - g. Authorization of Appointment of Purchasing Agent

Be it resolved that the Superintendent or his/her designee be appointed as Purchasing Agent to the calendar year 2013 for purchases within the annual appropriation measure.
  - h. Authorization of Bonding

Recommendation to purchase Faithful Performance Bonds for the Board President, Treasurer, and Local Superintendent in an amount of \$100,000.00.
  - i. Authorization for Establishing Petty Cash Fund

Be it resolved that the Administration Office and each Building petty cash fund be established for calendar year 2013, and that all disbursements from petty cash be supported by proper documents (O.R.C.3313.31).
  - j. Authorization for Professional Leave

Be it resolved that the Superintendent be authorized to approve professional leave for all employees.

k. Authorization to Participate in Federal and State Title and/or Chapter Programs

Authorization to Participate in Federal and State Title and/or Chapter Programs as approved by the Superintendent.

l. Authorization for Appropriation Adjustments

Be it resolved that the Treasurer be authorized to make appropriate modifications as needed and report such modifications to the Board.

1. The Big Walnut Board of Education resolves that the Treasurer shall prepare and present a monthly financial report to the Board of Education (in accordance with O.R.C. 3313.29 and as requested by the Board) and that said report be accepted as presented unless otherwise amended or corrected and be on file for audit.

VOTE: YEAS Mrs. Lillie, Mrs. Meyer, Mr. Wecker, Mrs. Hines, Dr. Fagan

Appointment to the Delaware Area Career Center Board of Education

13-06 Motion by Dr. Fagan, Seconded by Mr. Wecker recommending Mrs. Lillie be appointed to the Delaware Area Career Center Board of Education.

VOTE: YEAS Mrs. Meyer, Mr. Wecker, Mrs. Hines, Dr. Fagan, Mrs. Lillie

13-07 Motion by Mrs. Lillie, Seconded by Mrs. Meyer recommending The Big Walnut Board of Education make the following appointments for 2013:

Legislative Liaison (OSBA)	Mrs. Lillie
Student Achievement Liaison (OSBA)	Mrs. Meyer
Education Foundation Liaison	Mr. Wecker
Sunbury / Big Walnut Joint Ventures Agreement Committee	Mrs. Lillie

VOTE: YEAS Mr. Wecker, Mrs. Hines, Dr. Fagan, Mrs. Lillie, Mrs. Meyer

13-08 Motion by Mrs. Lillie, Seconded by Mrs. Meyer recommending The Big Walnut Board of Education volunteer for the following current standing committees for 2013:

Action to Benefit Children Committee	Mrs. Meyer
Development Committee	Mr. Wecker & Mrs. Lillie
Insurance Committee	Mrs. Hines
Finance Committee	Mr. Wecker
Sunbury Meadows Community Authority Representative	Mrs. Hines
Race to the Top Grant	Mrs. Hines

Villages & Townships

Berkshire Township	Dr. Fagan
Genoa Township	Dr. Fagan
Harlem Township	Mrs. Hines
Kingston Township	Mr. Wecker
Porter Township	Mr. Wecker
Trenton Township	Mrs. Meyer
Village of Galena	Mrs. Hines
Village of Sunbury	Mrs. Lillie

Schools

Big Walnut Elementary	Mr. Wecker
General Rosecrans Elementary	Dr. Fagan
Hulen Souders Elementary	Dr. Fagan
Big Walnut Intermediate School	Mrs. Hines
Big Walnut Middle School	Mrs. Lillie
Big Walnut High School	Mrs. Meyer

VOTE: YEAS Mrs. Hines, Dr. Fagan, Mrs. Lillie, Mrs. Meyer, Mr. Wecker

13-09 Motion by Mrs. Lillie, Seconded by Mrs. Meyer recommending The Big Walnut Board of Education approves the following memberships:

- a. Ohio School Boards Association (OSBA), the OSBA unites the state's boards of education and provides information, services, legal assistance fund and representation to member school district. Approval of an estimated amount of \$6,330.00 dues for 2013.
- b. Metropolitan Educational Council (MEC), the MEC is a consortium of school districts and related agencies that identifies, plans and provides its members services that can be more effectively achieved in a cooperative endeavor. Approval of \$1,190.75 membership fee for 2013.

VOTE: YEAS Dr. Fagan, Mrs. Lillie, Mrs. Meyer, Mr. Wecker, Mrs. Hines

Adjournment of Organizational Meeting

13-10 Motion by Mrs. Lillie, Seconded by Mrs. Meyer recommending the Board adjourn the Organizational Meeting.

VOTE: YEAS Mrs. Meyer, Mr. Wecker, Mrs. Hines, Dr. Fagan, Mrs. Lillie