

Organizational Meeting

Board of Education

Big Walnut District Office

Thursday, January 4, 2024

6:30pm - 7:30pm

Present: Mr. Doug Crowl, Board Member; Mrs. Alice Nicks, Board Member; Mrs. Angela Graziosi, Board Member; Mr. Ryan McLane, Superintendent; Ms. Megan Forman, Assistant Superintendent; Zach Duffey, Board Member

Absent: Mr. Steve Fujii, Board Member; Mr. Darren Jenkins, Treasurer; Emma Kelly

1 President Pro Tempore

Mr. Doug Crowl, President Pro Tempore

- Call to Order
- Pledge of Allegiance

2 Election of Treasurer Protempore

Mr. Doug Crowl, President Pro Tempore

It is recommended the Board appoint _____ as Treasurer Pro Tempore for the January 4, 2024 Board meeting.

3 Administration of Oath of Office to Newly Elected Board Member

Treasurer Pro Tempore

Treasurer Pro Tempore administers the oath of office to the newly elected Board of Education member, Mr. Zach Duffey.

4 Roll Call

Mr. Doug Crowl, President Pro Tempore

5 Adopt Agenda

Mr. Doug Crowl

5.1 .

It is recommended the Board adopt the January 4, 2024 Organizational meeting agenda.

6 Election

Mr. Doug Crowl, President Pro Tempore

6.1 .

Mr. Crowl, President Pro Tempore, will declare that nominations are open for the President of Big Walnut Local School Board of Education for 2024.

6.2 .

Mr. Crowl, President Pro Tempore, will declare that nominations are open for Vice President of the Big Walnut Local School Board of Education for 2024.

7 Date, Time and Location of Regular Meetings in 2024

It is recommended the Board designate the following 2024 regularly scheduled meeting dates at 6:30 pm:

- January 22, 2024
- February 26, 2024
- March 18, 2024
- April 15, 2024
- May 20, 2024
- June 17, 2024
- June 24, 2024
- July 15, 2024
- August 19, 2024
- September 16, 2024
- October 21, 2024
- November 18, 2024
- December 16, 2024

All meetings will be held in the Board Room located in the District Administrative Office, located at 110 Tippet Court, Sunbury, OH 43074.

The Board may schedule additional meetings as needed throughout the year, in addition to the above-noted meetings, which will be compensated based on board policy 0147.

8 Board Action

8.1 .

It is recommended the Board approve:

- Board Service Fund - the establishment of a service fund in the amount of \$7,500 to provide for the expenses actually incurred by Board members in the performance of their duties in accordance with Section 3315.15 O.R.C.
- Approve for Waiver of Reading Minutes - the waiving of the reading of the minutes from previous meetings in accordance with Section 3313.26 O.R.C.,
- Adopting a Standing Authorization for the Board President for the Calendar Year 2024 - the authorization of the Board president to sign all grant applications, which require the President's signature without seeking prior Board approval, to enable the district to process state and federal grant applications in a more timely and expedient manner.

8.2 .

To enable the superintendent to carry out necessary duties involving operations, it is recommended that the Board of Education grant the following standing authorizations for the calendar year 2024:

- Approval of Leaves of Absence and Professional Leave - The superintendent is hereby authorized to approve professional leave and unpaid employee leave of absence for all employees.
- Employment of Personnel - The superintendent is hereby authorized to employ personnel for existing positions necessary to meet the needs of the district subject to ratification by this Board at the next regularly scheduled school board meeting; however, upon ratification by this Board, such employment shall be deemed effective as of the date and time of approved hire by the superintendent.
- Approval of Board's Designee for Appeals of Student Suspensions and Expulsions - The superintendent is hereby authorized to appoint a designee for appeals of student suspensions and expulsions.
- Approval of Tuition Waivers for Students - The superintendent is hereby authorized to approve, as appropriate, waivers of tuition for students for the permissive and required reasons specified in the Ohio Revised Code.
- Approval of Superintendent's Authorization to Accept Resignations - The superintendent is hereby authorized to accept resignations that have been submitted by employees during times when the Board is not in session, subject to ratification by this Board; however, upon ratification by this Board, such resignation shall be deemed effective as of the date and time of the superintendent's acceptance.
- Authorization of Appointment of Purchasing Agent - The superintendent is hereby appointed as Purchasing Agent through the calendar year 2024 for purchases within the annual appropriation measure.
- Authorization to Participate in Federal and State Title and/or Chapter Programs - The superintendent is hereby authorized to approve participation in State and Federal Title and/or Chapter Programs as deemed appropriate for the district.

8.3 .

To enable the treasurer to carry out necessary duties involving operations, it is recommended that the Board of Education grant the following standing authorization for calendar year 2024:

- Advances on Tax Settlements - The treasurer is hereby authorized to secure advance payments from the county auditor when funds from property taxes are available and payable to the district.
- Investment of Interim and Inactive Funds - The treasurer is hereby authorized to invest interim and inactive funds in permissible investments pursuant to Ohio Revised Code and Board Policy 6144 - Investments.
- Appropriation Modifications - The treasurer is hereby authorized to make appropriation modifications between fund accounts with these modifications being reported to the Board of Education for approval.
- Blanket Purchase Orders - The treasurer is hereby authorized to issue blanket purchase orders when necessary with a limit of up to \$50,000.
- Payment of Bills and Payrolls - The treasurer is authorized to pay all bills and payrolls within the limit of the appropriation resolutions as bills are received and when the merchandise has been certified as received in good condition by the superintendent or his/her designee.
- Advancement of Funds - The treasurer is authorized to advance monies from the General Fund to other funds in anticipation of future receipts. When the anticipated money is received, the advance will be returned to the General Fund.
- Establishing Bank Accounts - The treasurer is hereby authorized to establish the banking accounts deemed necessary to properly account for district funds, providing the said accounts are within the limits established in the depository contracts with the banking institutions.

- Authorize Signatures on Checks - The treasurer is hereby authorized to sign all checks drawn on bank accounts of the school district as provided for in Section 3313.51 O.R.C.
- Authorized Public Records Training - The treasurer is hereby authorized to represent the Board of Education as their designee for required public records training to be completed once per term of office as established by O.R.C.
- Authorization of Employee Dishonesty Insurance - In lieu of surety bonding, the treasurer is hereby authorized to purchase insurance coverage when the current policy expires for the Local Board President, Treasurer, and Superintendent in the amount of \$100,000.
- Appointment of Tax Incentive Review Council Representative - It is recommended that the Board of Education appoint Darren Jenkins, Treasurer/CFO as district representative to the Delaware County Tax Incentive Review Council.

8.4 .

It is recommended the Board authorize the law firm of Bricker and Graydon to represent the Board of Education of the Big Walnut Local School District before the Delaware County Board of Revision with respect to all matters which the Big Walnut Board of Education may commence or be a party to during the 2024 calendar year.

9 Memberships

9.1 .

It is recommended the Board approve the following memberships for the 2024 calendar year:

- OSBA
- OSBA Legal Assistance Fund
- Big Walnut Area Chamber of Commerce
- Purchasing Cooperatives
- META Solutions purchasing cooperative, part of core services cost
- E & I Cooperative Services, reaffirm continuing membership
- Other purchasing cooperatives and agreements as prescribed by ORC 9.48 and 125.04 as appropriate

10 Appointments

10.1 .

It is recommended the Big Walnut Board of Education make the following appointments for 2023:

- Legislative Liaison (OSBA)
- Alternative Legislative Liaison (OSBA)
- Student Achievement Liaison (OSBA)
- Big Walnut Education Foundation Liaison
- Sunbury/Big Walnut Joint Ventures Agreement Committee

11 Administrative Advisory & Board Committees

11.1 .

It is recommended the Big Walnut Board of Education members volunteer for the following through 2024:

Current Standing Administrative Advisory Committees:

- Academic Advisory
- Economic Development Committee (2)
- Sunbury Meadows Community Authority Representative (2)
- Finance Committee (2)
- Insurance Committee (2)
- Legal Committee (2)
- Records Commission (1)
- Current Standing Board Committee:
 - Facilities Planning Committee (2)
 - City, Villages & Townships (Council & Zoning) Governmental Community Liaison: (2)
 - City of Sunbury
 - Berkshire Township
 - Genoa Township
 - Harlem Township
 - Kingston Township
 - Porter Township
 - Trenton Township
 - Village of Galena

12 Adjourn

It is recommended the Board adjourn the meeting.