

Crestline Exempted Village Schools **Board of Education**

Meeting Agendas

Organizational Meeting Calendar Year 2021
Regular Meeting for the Month of January 2021

Monday January 11, 2021
6:30 PM/7:00 PM
Crestline High School Cafetorium
435 Oldfield Road
Crestline, Ohio 44827



Mr. Jeff Wilhite
President Pro Tempore

Mrs. Robyn Almanson
Member

Mrs. Lisa Anatra
Member

Mrs. Mindy Sipes
Member

Mr. James Glauer
Member

Mrs. Alina Nemec
Treasurer/CFO

Mr. Matthew B. Henderson
Superintendent/CEO

Organizational Meeting Calendar Year 2021

Monday January 11, 2021

6:30 PM

Crestline High School Cafetorium

435 Oldfield Road

Crestline, Ohio 44827

I. Call to Order by President Pro Tempore

II. Pledge of Allegiance

III. Moment of Silence

IV. Roll Call

V. Elect Board President for Calendar Year 2021:

- a. Accept Nominations for the Office of President
- b. Motion to Close Nominations
- c. Roll Call Vote on the Motion to Close Nominations
- d. Roll Call Vote to Elect a President

VI. Elect Board Vice President for Calendar Year 2021:

- a. Accept Nominations for the Office of Vice President
- b. Motion to Close Nominations
- c. Roll Call Vote on the Motion to Close Nominations
- d. Roll Call Vote to Elect a Vice President

VII. Administer Oath of Office: Treasurer/CFO Mrs. Alina Nemec will administer the Oath of Office to Board President and Vice President.

VIII. Appoint Committees: The President will appoint Board Members to the following committees for 2021.

Note: * = 1 or 2 members. ** = 1 member.

- a. Board Policy*
- b. Buildings & Grounds*
- c. Curriculum & District Leadership Team*
- d. Finance*
- e. Pioneer CTC Board**
- f. Village Relations*

IX. Establish the Dates, Times and Locations of Regular Board Meetings for Calendar Year 2021:

| | | |
|--------------------|---------|----------------|
| January 11, 2021 | 7:00 PM | CHS Cafetorium |
| February 8, 2021 | 7:00 PM | CHS Cafetorium |
| March 8, 2021 | 7:00 PM | CHS Cafetorium |
| April 12, 2021 | 7:00 PM | CHS Cafetorium |
| May 10, 2021 | 7:00 PM | CHS Cafetorium |
| June 14, 2021 | 7:00 PM | CHS Cafetorium |
| July 12, 2021 | 7:00 PM | CHS Cafetorium |
| August 9, 2021 | 7:00 PM | CHS Cafetorium |
| September 13, 2021 | 7:00 PM | CHS Cafetorium |
| October 11, 2021 | 7:00 PM | CHS Cafetorium |
| November 1, 2021 | 7:00 PM | CHS Cafetorium |
| December 13, 2021 | 7:00 PM | CHS Cafetorium |

Special Meeting for the purpose of Board Work Sessions Schedule –
**Tentative Dates

| | | |
|---------------|----------|--------------|
| February 2021 | Time TBD | Location TBD |
| May 2021 | Time TBD | Location TBD |
| August 2021 | Time TBD | Location TBD |
| November 2021 | Time TBD | Location TBD |

X. Appoint Legal Counsel for 2021:

- a. Bricker & Eckler, LLP

XI. Designate Official Newspaper of the District for 2021:

- a. The Crestline Advocate

XII. Establish a Board Service Fund for 2021 in the amount of \$10,000 as prescribed by Ohio Revised Code 3315.15 and Board of Education Policy.

XIII. Approve the following Standing Authorizations for Calendar Year 2021:

- a. *Authorize Superintendent and Treasurer to Apply for and Accept Grant Funds and to Enter into Agreements:* The Superintendent and Treasurer are authorized to apply for, enter into and/or accept/participate in Federal, State or Local Grants or agreements. In addition, the Treasurer is authorized to appropriate funds for grants awarded to the school district.
- b. *Authorize Superintendent and Treasurer to Attend Professional Meetings:* The Superintendent and Treasurer are authorized to attend meetings, including in-service and professional development, that pertain to their responsibilities as the district's Chief Executive Officer and Chief Financial Officer, respectively.
- c. *Authorize Superintendent to Send Employees to Professional Meetings:* The Superintendent is authorized to send employees to professional meetings within the amount of appropriations.
- d. *Authorize Superintendent or Treasurer to Accept Donations:* The Superintendent or Treasurer is authorized to accept all donations to the school district on behalf of the Board of Education.
- e. *Appoint Superintendent as Purchasing Agent:* The Superintendent is hereby appointed the district's Purchasing Agent.
- f. *Authorize Superintendent to Hire Staff Between Board Meetings:* The Superintendent is authorized to hire staff between Board meetings.
- g. *Authorize Superintendent to Accept Resignations Between Board Meetings:* The Superintendent is authorized to accept resignations between Board meetings.
- h. *Authorize Treasurer to Pay Bills:* The Treasurer is authorized to pay all bills within limits of the appropriations resolution as prescribed by Ohio Revised Code 3313.18 as bills are received, and when goods received or services performed are acceptable.

- i. *Authorize Treasurer to Request Advances:* The Treasurer is authorized to request advances from the Crawford and Richland County Treasurers as undistributed tax monies become available.

- j. *Authorize Treasurer to Make Fund-to-Fund Advances, Advance Returns and Transfers:* The Treasurer is authorized to make fund-to-fund advances, advance returns and transfers as needed throughout the year with Board ratification as part of the financial reports presented at the next regular meeting.

- k. *Authorize Treasurer to Invest Funds and Borrow Money:* The Treasurer is authorized to invest inactive funds and to borrow money to pay outstanding obligations.

- l. *Authorize Superintendent or Treasurer to attend Public Records Training:* The Superintendent or Treasurer are authorized to attend Public Records Training as representatives of the Board of education.

XIV. Adjourn Organizational Meeting

Crestline Exempted Village Schools Board of Education
Regular Meeting
January 11, 2020
7:00 PM
Crestline High School Cafetorium Crestline, OH 44827

Agenda

- I. Call to Order**
- II. Roll Call**
- III. Hearing of the Public**

Public discussion is limited to 30 minutes per meeting. Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public speaking may be extended by a vote of the majority of the Board.

- IV. Information Items**

- A. Board Committee Reports

- i. Board Policy
 - ii. Building and Grounds
 - iii. Curriculum & District Leadership Team
 - iv. Finance
 - v. Pioneer CTC Board
 - vi. Village Relations
 - vii. Board Members

- B. Administrative Reports

- i. Superintendent Mr. Henderson

- V. Commendations**

- A. School Board Recognition Month – January 2021

- VI. Business Items**

- A. Approve the Minutes of the Regular Meeting held on December 14, 2020. A copy of which is attached as Appendix 1.
 - B. Approve the Treasurer's CFO Report for the month ending December 31, 2020, (includes Cash Reconciliation, SM2 Spending Plan, Financial Summary, and Check Register) copies of which are attached as Appendix 2.
 - C. Approve and adopt the Internal Revenue Service Standard Mileage rate for 2021. A copy of the media release regarding the IRS rate change is attached as Appendix 3.
 - D. Approve and adopt the State of Ohio Department of Commerce minimum wage of \$8.80 per hour for 2021. A copy of the update notice is attached as Appendix 4.

- E. Approve an agreement with the Educational Funding Group for assistance with E-RATE reporting for the period January 1, 2021 through December 31, 2023. A copy of the agreement is attached as Appendix 5.
- F. Accept the following generous donations:
 - a. Rolland and Marilyn Walk of North Canton, OH to the Crestline High School Band/Music program in the amount of \$500.00 in memory of Robert Glaze.

VII. Action Items

- A. Approve membership in the Ohio High School Athletic Association for 2021-2022 School Year.
- B. Approve membership in the Ohio School Boards Association (OSBA) for the period January 1, 2021 through December 31, 2021. A copy of the 2020 Membership Agreement is attached as Appendix 6.
- C. Approve a resolution to approve Crestline Exempted Village Board of Education membership in the Ohio School Boards Association (OSBA) Legal Assistance Fund (LAF) for the period January 1, 2021 through December 31, 2021. The cost for the LAF is two-hundred fifty dollars (\$250.00). A copy of the resolution is attached as Appendix 7.
- D. Approve an agreement between the Crestline Exempted Village School District and the Crestview Local School District (Richland County) for on-board instruction to Crestline EVSD bus drivers for the period December 1, 2020 through May 31, 2021. A copy of the agreement is attached as Appendix 8.
- E. Approve a policy adopting the minimum grade point average of 2.0 for eligibility in athletics and extracurricular activities for students in the Crestline Exempted Village Schools. Students with a GPA of 1.0 to 1.99 will be required to participate in the approved study table or tutoring program to maintain eligibility. A copy of the policy is attached as Appendix 9.
- F. Approve a contract agreement for admission of a non-handicapped pupil attending North Central Ohio Rehabilitation Center located in the River Valley School District. A copy of the agreement and court order is attached as Appendix 10.

VIII. Action Items (Personnel)

- A. Approve the resignation of the following certified/licensed personnel effective June 30, 2021. A copy of the resignation letter is attached as Appendix 11.
 - i. Bruce Weirich Industrial Technology Teacher
- B. Approve a limited contract for the following certified/licensed personnel from the period January 12, 2021 through June 30, 2021. A copy of application materials is attached as Appendix 12.
 - i. Mark Seitz Intervention Specialist MA/Step 0
- C. Approve the following non-licensed/non-certified substitute personnel. A copy of Application materials is attached as Appendix 13:
 - i. Robert Staley Bus Driver

D. Approve the following licensed/certified substitute personnel. A copy of Application materials is attached as Appendix 13:

i. Robert Staley Teacher

E. Approve the following job description for classified personnel. A copy of the job description is attached as Appendix 14.

i. Athletic Grounds/Custodial Maintenance

IX. Communications

X. Executive Session

A. Approve entering into Executive Session as authorized by Ohio Revised Code Section 121.22 for the purpose of deliberation on matters required to be kept confidential by federal law or rules or state statutes.

XI. Return from Executive Session

XII. Adjournment