

# ***Crestline Exempted Village Schools***

## **Board of Education**

### **Meeting Agenda**

**Organizational Meeting for the Month of January 2022  
Thursday January 13, 2022/5:00 PM  
Crestline High School Cafetorium**



**Mr. Jeff Wilhite  
Member**

**Mrs. Robyn Almanson  
Member**

**Mr. James Glauer  
Member**

**Mr. Kevin Sipes  
Member**

**Mrs. Alina Nemeč  
Treasurer/CFO**

**Mr. Matthew B. Henderson  
Superintendent/CEO**

**Organizational Meeting Calendar Year 2022**  
**Thursday January 13, 2022**  
**5:00 PM**  
Crestline High School Cafetorium  
435 Oldfield Road  
Crestline, Ohio 44827

- A. Call to Order**
- B. Moment of Silence**
- C. Pledge of Allegiance**
- D. Roll Call**
  
- E. Elect President Pro Tempore for Organizational Meeting**
  - 1. Accept nominations for the Office of President Pro Tempore
  - 2. Motion to Close Nominations
  - 3. Roll Call Vote on the Motion to Close Nominations
  - 4. Roll Call Vote to Elect a President Pro Tempore
  
- F. Administer Oath of Office to Newly Elected Board Members:** Treasurer/CFO Mrs. Alina Nemeč will administer the Oath of Office to the newly elected Board members
  
- G. Elect Board President for Calendar Year 2022:**
  - 1. Accept Nominations for the Office of President
  - 2. Motion to Close Nominations
  - 3. Roll Call Vote on the Motion to Close Nominations
  - 4. Roll Call Vote to Elect a President
  
- H. Elect Board Vice President for Calendar Year 2022**
  - 1. Accept Nominations for the Office of Vice President
  - 2. Motion to Close Nominations
  - 3. Roll Call Vote on the Motion to Close Nominations
  - 4. Roll Call Vote to Elect a Vice President
  
- I. Administer Oath of Office:** Treasurer/CFO Mrs. Alina Nemeč will administer the Oath of Office to the Board President and Vice President.
  
- J. Approve a Resolution to Appoint Legal Counsel for 2022:**
  - 1. Bricker & Eckler, LLP
  
- K. Approve a Resolution to Designate Official Newspaper of the District for 2022:**
  - 1. The Crestline Advocate
  
- L. 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**
  
- M. Approve the following Standing Authorizations for Calendar Year 2022:**

1. *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.
2. *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.
3. *Authorize Superintendent to Send Employees to Professional Meetings:* The Superintendent is authorized to send employees to professional meetings within the amount of appropriations.
4. *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.
5. *Appoint Superintendent as Purchasing Agent:* The Superintendent is hereby appointed the district's Purchasing Agent.
6. *Authorize Superintendent to Hire Staff between Board Meetings:* The Superintendent is authorized to hire staff between Board meetings.
7. *Authorize Superintendent to Accept Resignations between Board Meetings:* The Superintendent is authorized to accept resignations between Board meetings.
8. *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.
9. *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.
10. *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.
11. *Authorize Treasurer to Invest Funds and Borrow Money:* The Treasurer is authorized to invest inactive funds and to borrow money to pay outstanding obligations.
12. *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.

**N. Adjourn Organizational Meeting**