



**ORGANIZATIONAL BOARD MEETING MINUTES  
iSTEM GEAUGA EARLY COLLEGE HIGH SCHOOL  
January 8, 2021 8:00 A.M.**

The Governing Board Members of the iSTEM Geauga Early College High School met, by way of ZOOM on December 18, 2020 at 8:00 a.m., for the purpose of conducting the Organizational Meeting.

**CALL TO ORDER** - President Pro Tem, Sue Sotkovsky called the meeting to order at 8:02 a.m.

**ROLL CALL**

Members via ZOOM: Dr. Collis, Mr. McClintock, and Mr. Platz.

Also present via ZOOM: Dr. Podojil, Mr. Wood, Tamee Tucker, Jennifer Felker, Greg Slemons, and Sue Sotkovsky.

**PLEDGE OF ALLEGIANCE WAS RECITED**

**MOTION: 1-2021**

Mr. McClintock moved and Dr. Collis seconded the motion to reappoint Dr. Podojil and Mr. Wood as Board Members of the iSTEM Geauga Early College High School.

Vote: Mr. McClintock, yes; Dr. Collis, yes; Mr. Platz, yes.

Motion carried.

**The Oath of Office was administered to Dr. Podojil and Mr. Wood.**

**ELECTION OF PRESIDENT**

President Pro-Tem, Sue Sotkovsky, requested nominations for Board President for 2021.

Mr. Wood moved to nominate Dr. Podojil for President of the iSTEM Geauga Early College High School Governing Board for 2021.

**MOTION: 2-2021**

Mr. Wood moved and Mr. McClintock seconded the motion to close the nominations for President.

Vote: Mr. Wood, yes; Mr. McClintock, yes; Dr. Collis, yes; Mr. Platz, yes; Dr. Podojil, yes.

Motion carried.

**MOTION: 3-2021**

Mr. Platz moved and Dr. Collis seconded the motion to elect President Dr. Podojil.

Vote: Mr Platz, yes; Dr. Collis, yes; Mr. McClintock, yes; Dr. Podojil, yes; Mr. Wood, yes.

Motion carried.

**President Dr. Podojil takes the Chair.**

**ELECTION OF VICE PRESIDENT**

Dr. Podojil requested nominations for Board Vice President for 2021.

Mr. Platz moved to nominate Mr. Wood for Vice President of the iSTEM Geauga Early College High School Governing Board for 2021.



**MOTION: 4-2021**

Mr. McClintock moved and Dr. Collis seconded the motion to close the nominations for Vice President.  
Vote: Mr. McClintock, yes; Dr. Collis, yes; Mr. Platz, yes; Dr. Podojil, yes; Mr. Wood, yes.  
Motion carried.

**MOTION: 5-2021**

Mr. McClintock moved and Mr. Platz seconded the motion to elect Vice President Mr. Wood.  
Vote: Mr. McClintock, yes; Mr. Platz, yes; Dr. Collis, yes; Dr. Podojil, yes; and Mr. Wood, abstain.  
Motion carried.

**MOTION: 6-2021**

Mr. Wood moved and Mr. Platz seconded the motion to establish the meeting site for the 2021 Regular Board Meetings as the Auburn Career Technology Learning Center, 8221 Auburn Road, Painesville, or via Zoom, as appropriate, and the dates and times as follows:

Friday	January 22, 2021	8:00 a.m.
Friday	February 19, 2021	8:00 a.m.
Friday	March 19, 2021	8:00 a.m.
Friday	April 16, 2021	8:00 a.m.
Friday	May 21, 2021	8:00 a.m.
Friday	June 25, 2021	8:00 a.m.
Friday	July 16, 2021	8:00 a.m.
Friday	August 20, 2021	8:00 a.m.
Friday	September 17, 2021	8:00 a.m.
Friday	October 15, 2021	8:00 a.m.
Friday	November 19, 2021	8:00 a.m.
Friday	December 17, 2021	8:00 a.m.

No maximum number of special and regular board meetings to be set.

Vote: Mr. Wood, yes; Mr. Platz, yes; Dr. Collis, yes; Mr. McClintock, yes; Dr. Podojil, yes.  
Motion carried.



**MOTION: 7-2021**

Mr. Wood moved and Mr. Platz seconded the motion to approve the following standing authorizations as recommended so that the business of iSTEM Geauga Early College may be done expediently:

- A. Authorize the treasurer to renew liability insurance for iSTEM Geauga Early College High School.
- B. Authorize the treasurer to purchase a position bond for the treasurer in the amount of \$75,000.
- C. Authorize the treasurer to advertise for bids as specified by law.
- D. Authorize the Superintendent, CAO and Treasurer to accept all donations to the School District on behalf of the Governing Board based on the law.
- E. Authorize the treasurer to increase appropriations as needed with Board approval at the next meeting.
- F. Authorize the Fiscal Agent Treasurer to sign all payroll and accounts payable checks for all funds in calendar year 2021 and to pay all invoices within the limits of the appropriations, as bills are received, and after merchandise has been received in acceptable condition or services have been completed to satisfaction.
- G. Authorize the superintendent/CAO to accept resignations, and to employ, assign, and pay persons for openings as they occur on an as-needed basis in order to assure smooth, safe, and efficient transition of certificated and classified personnel without undue delay.  
Recommendation for approval at the next Governing Board meeting.
- H. Authorize the CAO and treasurer to attend professional meetings.
- I. Authorize the superintendent/CAO to approve conference leave for all employees per Board policy.
- J. Appoint the treasurer as to serve as the Public Records Designee and the superintendent as the Alternate Designee for 2021.
- K. Authorize the superintendent/CAO to sell/discard all instructional materials, supplies, and equipment due to age, condition, and/or beyond repair according to the guidelines in Ohio Revised Code.
- L. Approve Geauga County Prosecutor James Flaiz, Lake County Prosecutor Charles Coulson and McGown & Markling as legal counsel options. The board president, superintendent, and treasurer or their designees are authorized to seek legal counsel, as needed.



- M. Designate The News Herald and The Maple Leaf as the official newspaper.
- N. Set the mileage reimbursement rate for 2021 at the IRS approved rate.
- O. Set the rate of \$.10 per page and \$10.00 per CD/DVD/Flash Drive for providing copies of materials to individuals upon request.
- P. Authorize the superintendent to make educational decisions regarding in person and remote learning as needed, based on the Covid 19 - Pandemic through June 30, 2021.

Vote: Mr. Wood, yes; Mr. Platz, yes; Dr. Collis, yes; Mr. McClintock, yes; Dr. Podojil, yes.  
Motion carried.

### **INFORMATIONAL ITEMS**

- Task Force Meeting - Finance Study Group, Tuesday, January 19, 2021, at 6:00 p.m.
- Regular Board Meeting - Friday, January 22, 2021, at 8:00 a.m. Zoom
- Board Retreat/Work Session - Friday, January 22, 2021, immediately following the board meeting

### **ADJOURNMENT**

**MOTION: 8-2021**

Mr. Wood moved and Mr. Platz seconded the motion to adjourn at 8:23 a.m.

Vote: Unanimous approval. Motion carried.

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iSTEM Board President Signature

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iSTEM Treasurer Signature