

The mission of the James A. Garfield Local Schools is to serve our district by providing educational opportunities for all to become lifelong learners and productive members of society.

AGENDA – Organizational Meeting/Regular Meeting

JAMES A. GARFIELD BOARD OF EDUCATION

January 12, 2023 6:30 p.m. Charles C. Klammer Professional Development Room

- I. Call to Order – President Pro-Tempore
- II. Pledge to Flag
- III. Moment of Silence
- IV. Roll Call
- V. Accept and approve agenda for January 12, 2023
Moved _____ Seconded _____
Brett ____ Foy ____ Pietra ____ Vincent ____ White ____
- VI. **Board Business**
- VII. **Educational Excellence**
 1. Recognize CORE Value recipients
- VIII. **Organizational Items**
 1. Election of officers for 2023
 2. Set regular monthly meeting times
 3. Approve organizational items
 4. President of the Board will appoint committees
- IX. **Treasurer's Recommendations/Financial**
 1. Consolidate and approve treasurer's recommendations: A-F
 - A. Approve minutes of the December 8, 2022 meeting
 - B. Approve financial reports for December 2022
 - C. Accept donations
 - D. Approve contract for legal services
 - E. Approve change orders with Beaver Constructors
 - F. Extend Georgia Lee Alford Scholarship
 2. Approve adjustments to permanent appropriations for 2022/23
 3. Approve budget reserve resolution
 4. Approve the Tax Budget
 5. Recognize school/student support groups
 6. Snack foods in compliance
- X. **Superintendent's Recommendations**
 1. Consolidate and approve superintendent's recommendations: A-F
 - A. Grant personal service contract
 - B. Hire substitute lunchroom aide
 - C. Approve open enrollment students
 - D. Accept resignation
 - E. Hire substitute bus driver
 - F. Hire substitute teacher
 2. Present the 2023/24 H.S. Curriculum Guide for review

Educational Excellence

1. Recognize CORE Value recipients:

Christina Schaefer – Loyalty

Taylor Smith – Loyalty

Makayla Wuestefeld, Jaelyn Brown, Holden Kissell, Seth Runewicz, Carter Hoover, Richard Shackelford, Whinrey Brown, Marshall Dahlen - Creativity

Moved _____ Seconded _____

Brett ____ Foy ____ Pietra ____ Vincent ____ White ____

Organizational Items

1. Election of officers for 2023:

Nominate _____ for President of the James A. Garfield Board of Education for calendar year 2023

Moved _____ Seconded _____.

Vote confirming _____ as President for 2023

Brett ____ Foy ____ Pietra ____ Vincent ____ White ____

Nominate _____ for Vice-President of the James A. Garfield Board of Education for calendar year 2023

Moved _____ Seconded _____

Vote confirming _____ as Vice-President for 2023

Brett ____ Foy ____ Pietra ____ Vincent ____ White ____

2. Set regular monthly meetings: time, day and place

Moved _____ Seconded _____

Brett ____ Foy ____ Pietra ____ Vincent ____ White ____

3. Consolidate and approve the following organizational items as listed:

* Establish a Service Fund for board members and appropriate \$7,500 for this purpose

* Approve bond in the amount of \$50,000 for the Treasurer

* Authorize the Treasurer to invest interim inactive funds at the most productive interest rate whenever funds are available and payable to the school district during the 2023 year and through the organizational meeting in 2024

* Authorize the Treasurer to pay all bills within the limits of the appropriations resolution as bills are received and when the merchandise is received in good and usable condition during the 2023 calendar year and through the organizational meeting in 2024

* Authorize the Treasurer to secure advances from the County Auditor when funds are available and payable to the school district

* Approve the use of single signature checks of the General Account and payroll clearing accounts through the organizational meeting of 2024

* Authorize the Superintendent to act as Purchasing Agent for the school district through the organizational meeting of 2024

* Authorize the Superintendent to employ such personnel as is needed for emergency situations and authorize payment for work done, at existing rates, if not approved by the Board

* Authorize the use of Reitz, Paul & Shorr; Squire, Sanders & Dempsey, and Pepple & Waggoner as legal counsel

- * Authorize the Treasurer to make all necessary modifications within budget accounts to clear the deficit balances; such modifications will be presented for approval by the Board at the next regular meeting.
- * Authorize the Treasurer to make advances from the General Fund
- * Authorize the Superintendent to suspend non-teaching and teaching personnel; provided such suspensions comply with procedures as provided by Ohio law and such suspensions are presented for approval by the Board at the next regular meeting
- * Dispense with reading the minutes at each meeting if they are provided to Board members prior to the meeting at which they will be considered
- * Approve the Record-Courier as the official newspaper of general circulation for legal notices
- * Confirm the existing policies of the James A. Garfield Board of Education are in effect for the 2023 calendar year and through the organizational meeting of 2024
- * Authorize continued membership in the Portage Area Schools Council of Governments Health Insurance Consortium
- * Appoint the Superintendent to serve as a trustee on the Portage Area Schools Consortium to represent the James A. Garfield School District and appoint the Treasurer to act as an alternate
- * Approve mailing Board meeting notices to those who submit stamped, self-addressed envelopes, except the Record-Courier and The Villager; those to be sent by email.
- * Approve NEOLA's continuing update service of policies for 2023 at an annual fee of \$3,000 (estimate).
- * Authorize the Superintendent and Treasurer to submit proposals, establish fiscal accounts, receive, appropriate, and transfer funds, and begin program operations for grants and program.
- * Authorize the Superintendent to advertise for bids and to sell property when needed
- * Approve the Minimal Essential Coverage (MEC) Health Insurance Plan to comply with the Affordable Care Act, effective 1/1/2014
- * Approve resolution authorizing payment of expenses incurred for school related activities:
 WHEREAS, the James A. Garfield Board of Education desires to recognize outstanding service and/or in-service as a benefit to this school district, and
 WHEREAS, the James A. Garfield Board of Education feels it is necessary and desirable to maintain and to promote a positive public image of this school district, and
 WHEREAS, the James A. Garfield Board of Education believes that use of coffee, meals, refreshments and other amenities furthers its public purpose and function by giving recognition to those persons who make worthy contributions internally or who can promote a positive image externally, and
 WHEREAS, Ohio Attorney General Opinions #81-052 and #82-006 speak to the permissive nature of such expenditures of public funds,
 THEREFORE, BE IT RESOLVED that the James A. Garfield Board of Education authorizes the Superintendent to approve and the Treasurer to make such payments within the annual budget set by the Board
- * Approve donating one family athletic pass to the Garfield All Sports Booster Club, to be raffled
- * Approve participation in the Corporate Health Testing consortium in 2023 for random testing for CDL and off campus drivers of district vehicles
- * Authorize the superintendent to modify, amend, or supplement Ohio Schools Council Policy 1.1 Section 10 Agreement, Policy 1.3 Section 11 Bylaws, and any other Agreements requiring Ohio Schools Council

Assembly approval. These modifications, amendments, and supplements may occur at any regular or special meeting of the Ohio Schools Council Assembly at which a quorum is present. Approval of a modification, amendment or supplement requires a simple majority vote of the quorum.

Moved _____ Seconded _____

Brett ____ Foy ____ Pietra ____ Vincent ____ White ____

4. The Board President will appoint (or let stand) a legislative liaison, a student achievement liaison and a liaison to Garrettsville Village/Township Councils as well as all existing committees.

Current appointees/committees:

Deral White – Legislative Liaison

Patricia Brett – Student Achievement Liaison

David Vincent – Liaison to Garrettsville Village Council/Township Councils

Guy Pietra & Gary Foy (Deral White, alternate) – superintendent's committee for OAPSE Labor Management

Guy Pietra & Patricia Brett (Deral White, alternate) – superintendent's committee for Labor and Negotiations

Gary Foy & Deral White – superintendent's committee for Athletic Task Force

Guy Pietra & David Vincent – superintendent's committee for Policy Review

Gary Foy & Guy Pietra – superintendent's committee for Finance

Deral White – Transportation Liaison

Treasurer's Recommendations

1. Consolidate and approve the following recommendations, A-F

A. Approve the minutes of the regular board meeting of December 8, 2022

B. Approve the financial reports for December 2022

C. Accept donations: Donation to Autism Speaks by Sendero Therapies in honor of the James A. Garfield Schools Special Education Service Department; Lakeside Sand & Gravel \$943.62 to retrofit District AEDS with new batteries/pads

D. Approve a contract with Reitz, Paul & Shorr for legal services; two-year contractual agreement for \$300.00 per hour in CY 2023 and \$325.00 per hour in CY 2024

E. Approve the change orders with Beaver Constructors (Change Order 4 & 5)

F. Approve extending the Georgia Lee Alford Scholarship for Nolan Wysong for two years; it will now expire in June, 2025

Moved _____ Seconded _____

Brett ____ Foy ____ Pietra ____ Vincent ____ White ____

2. Approve the following adjustment to permanent appropriations for 2022/2023 school year.

FY 2023	PERMANENT
FUND CLASSIFICATION	APPROPRIATION
FUND NAME	REQUEST
General Fund	15,251,781.87
Special Revenue	
007 Special Trust	54,967.33
018 Public Support	38,885.00
019 Other Grant	28,221.69
031 Underground Storage	-
200 Student Activities	122,790.00
300 District Managed Act	158,002.60
451 Network Connectivity	5,400.00

467 Student Wellness Funds	237,924.72
499 Other State Grants	15,000.00
507 CARES Funding	553,452.48
510 Coronavirus Relief Funds	
516 Title VI-B	311,026.74
572 Title I-TA	184,801.72
584 TITLE V-A	15,952.92
587 Preschool	15,993.19
590 Title II-A	29,076.97
599 Misc Fed Revenue	232,333.74
Debt Service	
002 Bond Retirement-Building	427,479.00
004 Capital Projects	3,890,000.00
Enterprise	
006 Lunchroom	644,791.08
009 Uniform Supplies	78,870.10
Fiduciary	
022 District Agency	1,407,937.21
	23,704,688.36

Moved _____ Seconded _____
 Brett ____ Foy ____ Pietra ____ Vincent ____ White ____

3. Approve the following budget reserve resolution:

**A RESOLUTION TO ESTABLISH A BOARD PRACTICE IN THE INTEREST OF SOUND FISCAL
 MANAGEMENT TO MAINTAIN A GENERAL FUND CASH BALANCE EQUIVALENT TO 10% OF THE
 PRIOR FISCAL YEAR GENERAL FUND OPERATING EXPENSES**

WHEREAS, the Board declares the interest of sound fiscal management to maintain a General Fund cash balance equivalent to at least 10% of the prior year general fund operating expenses; and

WHEREAS, the Board believes this practice is both prudent and sound fiscal management in the current environment;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the James A. Garfield Board of Education, Portage County, Ohio, that:

Section 1. The Board hereby affirms and declares it to be a financial philosophy of the Board and in the interest of sound fiscal management that the District's finances be managed to ensure a General Fund cash balance equivalent to at least 10% of the prior fiscal year general fund operating expenses.

Section 2. Promptly upon receiving any indication that such a cash balance may not be achieved at any point within the rolling Five Year Forecast period, the Treasurer shall report such a finding to the Board, along with proposed financial options that the Board may consider.

Section 3. It is hereby found and determined that all formal actions of the Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of the Board, and that all deliberations of the Board that resulted in such formal action were in meetings open to the public, when required by law, in full compliance with all legal requirements.

Budget Reserve Calculation

FY 2022 Line 4.50 Total Expenses- \$14,199,202

10%- \$1,419,920

Moved _____ Seconded _____
Brett ____ Foy ____ Pietra ____ Vincent ____ White ____

4. Approve the Tax Budget as follows:

WHEREAS school districts must adopt an annual budget for the coming school year (July 1, 2023 through June 30, 2024) by or about January 15, 2023; and

WHEREAS the county budget commission has no authority to either increase or reduce the rate of any voter approved tax levy, although it does have authority and duty to adjust the amounts required from general property tax to conform to the needs demonstrated by the budget (ORC 5705.31 and 5705.341; Baker's Text, Section 5.04); and

WHEREAS such budget is more of an administrative exercise than of revenue generating significance, in that the January budget is commonly referred to as the asking for budget (vs. the July appropriations measure which actually deals with expected funds); and

WHEREAS the asking for budget document is available to the public to review in the Treasurer's office;

NOW, THEREFORE, BE IT RESOLVED that the budget is approved as presented; and

BE IT FURTHER RESOLVED under the provisions of ORC 5705.30, the Treasurer shall deliver a copy of the approved budget on the prescribed form to the County Auditor on or before 1/20/23.

Moved _____ Seconded _____
Brett ____ Foy ____ Pietra ____ Vincent ____ White ____

5. Recognize organizations of support: the following affiliated student/parent support groups as their existence is for the sole purpose of supporting the students of the James A. Garfield Local School District; organizations included are: James A. Garfield All Sports Boosters, James A. Garfield Band Boosters, James A. Garfield P.T.O., James A. Garfield Middle School Volunteer Parents (MVP's)

Moved _____ Seconded _____
Brett ____ Foy ____ Pietra ____ Vincent ____ White ____

6. Ohio Revised Code 3313.814 requires school districts to set standards for all food and beverages sold to students during the school day and to report annually to the Board of Education on compliance. James A. Garfield Local is compliant with the policy adopted by the Board of Education; all foods sold meet the requirements of ORC 3313.814.

Superintendent's Recommendations

1. Consolidate and approve superintendent's recommendations: A-F

A. Grant a personal service contract to Jacob Roborecki as M.S. Wrestling Coach for 2022/23 (Step 1 – \$3130.00)

B. Hire Patricia Willis as a substitute lunchroom aide for 2022/23

C. Approve Laeyla Stier and Marical Ulrich as open enrollment students; they recently moved out of the Garfield District

D. Accept the resignation of tutor Gina Tempelis; effective 1/4/2023

E. Hire Michelle Wilfong as a substitute bus driver for 2022/23

F. Hire Peter Loverink as a substitute teacher for 2022/23

Moved _____ Seconded _____
Brett ____ Foy ____ Pietra ____ Vincent ____ White ____

2. Review the high school curriculum guide for 2023/24