

TALAWANDA SCHOOL DISTRICT

BOARD OF EDUCATION
Darrell Smith, President
Mark Butterfield, Vice-President
Michael Crowder
Mary Jane Roberts
Lois Vollmer

REGULAR SESSION
Talawanda High School
Monday, January 9, 2012
6:30 p.m. Executive Session
7:30 p.m. Public Session

AGENDA

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda Item V. On this agenda's final page are the rules of order for public participation at this Talawanda Board of Education meeting.

I. Roll Call

II. Executive Session

It is recommended that the Board go into executive session for the purpose of discussing the employment of public personnel and employee negotiations.

III. Pledge of Allegiance

IV. Approval to Appoint a President Pro-Tem for the 2012 Organizational Meeting

It is recommended that the Board appoint _____ as President Pro-Tem for the 2012 Organizational Meeting.

Duties of the President Pro-Tem

Call to order the 2012 Organizational Meeting
Preside over the Election of a Board President

Procedure for the Election of a Board President at the Organizational Meeting

1. President Pro-Tem will ask for nominations for the position of Board President.
2. When nominations are complete the President Pro-Tem will ask for a motion and a second to close the nominations
3. The President Pro-Tem will call for a vote on the closing of nominations.
4. If only one nomination is received the President Pro-Tem will declare the winner.
5. If there is more than one nomination the President Pro-Tem will call for a vote beginning with the person that was nominated first.
6. The first person to receive 3 votes shall be elected Board President.
7. In the event that none of the nominees receive the necessary 3 votes to be elected to Board President the President Pro-Tem will go back to the first nomination and start over again until a member has been elected.
8. Once elected the Board President shall preside over the election of the Vice-President following the same process.

ORGANIZATIONAL MEETING AGENDA ITEMS

I. Organizational Procedures

A. Nomination and Election of Board President for 2012

- President Pro-Tem will ask for nominations for the position of Board President.
- After all nominations have been made the President Pro-Tem will ask for a motion and a second to close the nominations.
- President Pro-Tem will call for the vote beginning with the first nomination. It takes three votes to elect the Board President.
- If only one individual is nominated the President Pro-Tem will declare the Board President elected following the closing of nominations.
- The Board President will now preside over the meeting.

B. Nomination and Election of Board Vice President for 2012

- Board President will ask for nominations for the position of Vice President. After all nominations have been made the Board President will ask for a motion and a second to close the nominations.
- Board President will call for the vote beginning with the first nomination. It takes three votes to elect the Vice President.
- If only one individual is nominated the Board President will declare the Vice President elected following the closing of nominations.

C. Oath of Office (Board President and Vice President)

I, _____, do solemnly swear that I will support the Constitution of the UNITED STATES and the Constitution of the STATE OF OHIO, and that I will faithfully and impartially discharge my duties as the PRESIDENT AND VICE PRESIDENT OF THE BOARD OF EDUCATION of the Talawanda School District in Butler County, and the State of Ohio to the best of my ability and in accordance with the laws in effect and hereinafter to be enacted during my continuance in said office, and until my successor is elected and qualified.

D. Appointment of Board Members to the Following for 2012:

Student Achievement Liaison _____
Legislative Liaison _____
District (DLT) Steering Committee _____ and _____
Talawanda Athletic Council _____

II. Organizational Resolutions and Actions

A. Resolution Establishing Service Fund for Board of Education Members

It is recommended that the Board establish a service fund beginning July 1, 2012, in the amount of \$20,000 for fiscal year 2012 pursuant to ORC 3315.15. The maximum contribution is \$20,000 and we budgeted \$20,000 for fiscal year 2012.

B. Resolution for Waiver of Reading Minutes

It is recommended that in accordance with Section 3313.26, ORC and existing district policy, the Board waive the reading of minutes from previous meetings.

C. Renewal of Legal Services Resolution

It is recommended that the Board designate the law firm of Ennis, Roberts and Fischer as the Board's general legal counsel for 2012.

D. Resolution Adopting Treasurer's Standing Authorizations for the Calendar Year 2012.

To enable the treasurer to carry out necessary district duties involving operations, finances and purchasing, it is recommended that the Board adopt the following standing authorizations for the calendar year 2012:

1. 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 school District.

2. Investments of Interim and Inactive Funds

The treasurer is hereby authorized to invest interim and inactive funds in permissible investments pursuant to ORC Section 135.14, ORC Section 135.13, and H.B. 384. Interest earned from balances in the trust, endowment, permanent improvement funds and federal funds as required will be deposited into those funds. All others will be deposited in the general fund.

3. Appropriation Modifications

The treasurer is hereby authorized to make appropriation modifications between fund accounts with these modifications being reported to the Board at its next succeeding regular meeting.

4. Payment of Bills

The treasurer is authorized to pay all bills within the limit of the appropriation resolution as bills are received and when merchandise has been

5. Advancement of Funds

The treasurer is authorized to use General Fund Account #001-7400-921 to advance monies from the general fund to other funds in anticipation of future receipts. When the anticipated money has been received, the advance will be returned to the General Fund.

6. Resolution Authorizing the Use of and Establishing Limits on Blanket Purchase Orders

The treasurer is hereby authorized to use blanket purchase orders, provided that no such purchase order shall be in an amount in excess of \$10,000 and no such blanket purchase order shall extend beyond the end of the fiscal year. Super blanket purchase orders are not subject to the \$10,000 limitation.

E. Resolution Adopting Superintendent's Standing Authorizations for Calendar Year 2012

To enable the superintendent to carry out necessary district duties involving operations, finances and purchasing, it is recommended that the Board adopt the following standing authorizations for the calendar year 2012:

1. Approval of Professional Meetings

The superintendent is hereby authorized to approve employee professional meeting expenses as appropriate within budget appropriations, and consistent with the provisions of the TEA and TCSA Negotiated Agreements.

2. Approval of Leaves of Absence

The superintendent is hereby authorized to approve employee leaves of absence as appropriate and consistent with the provisions of the TEA and TCSA Negotiated Agreements.

3. Designation of School District's Purchasing Agent

The superintendent is hereby authorized to serve as the purchasing agent for the 2012 calendar year.

4. Employment of Temporary Personnel

The superintendent is hereby authorized to employ such temporary personnel as is needed for special situations to insure safety, security, protection of district property, and the orderly operation of the district.

5. Approval of Board’s Designee for Appeals of Student Suspensions

The superintendent is hereby authorized to be the Board’s designee for appeals of Student suspensions.

6. Approval of Board’s Appointing Authority Concerning Employees Governed Under the Oxford Civil Service Commission Regulations

The superintendent is hereby designated as the Board’s “appointing authority” for matters involving employees covered under the rules and regulations of the Oxford Civil Service Commission.

7. Approval of Tuition Waivers for Students for Reasons Specified in the Ohio Revised Code

The superintendent is hereby authorized to approve, as appropriate, for the Board of Education, waivers of tuition for students for the permissive and required reasons specified in the Ohio Revised Code.

8. Approval of Authorization of Student Overnight Trips

The superintendent is hereby authorized to approve District sponsored trips which are planned to keep students out of the District overnight or longer or require six (6) buses or more in accordance with Board Policy 2340.

9. Approval of Bus Routes and Bus Stops

The superintendent is hereby authorized to approve bus routes and bus stops in accordance with Board Policy 8600.

10. Approval of Authorization to Revise/Amend Existing Job Descriptions

The superintendent is hereby authorized to approve the review/amendment of existing job descriptions when necessary.

REGULAR BOARD MEETING AGENDA ITEMS

V. Budget Hearing Resolution – Mike Davis

It is recommended that the Board approve the tax budget submitted to the Butler County Auditor as presented.

VI. Approval of Agenda

It is recommended that the Board approve the agenda as presented.
Agenda – Organizational/Regular Meeting – January 9, 2012

VII. Welcome to Visitors and Public Participation

VIII. Resolutions/Presentations

- Recognition of Russ McMillan Retirement – Kelly Spivey & Terry Williams
- Recognition of National School Board Member Month – Kelly Spivey
- First Reading of New/Revised Policies – Jean Eagle

1432/3432/4432	New	Sick Leave
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IX. Butler Technology & Career Development School Report - Lois Vollmer

X. Legislative Liaison Report – Mark Butterfield

XI. Report from the Director of Facilities – Don Gabbard

XII. New High School Construction Update – Brian Meyer, Construction Manager, Skillman Corp.

XIII. Report of the Treasurer

A. Approval of Minutes

It is recommended that the Board approve the following minutes as presented:

December 12, 2011 - Regular Meeting

B. Approval of Gifts

<u>Organization/Citizen</u>	<u>Item</u>	<u>Purpose</u>
City of Oxford	\$100.00	Kramer Music Program
OCF Burke Restricted	\$155.28	Lego League Robotics – TMS
OCF Mildred B. Cotter	\$204.72	Lego League Robotics – TMS

C. Approval of December 2011 Financial Report

It is recommended that the Board approve the December 2011 Financial Report as presented.
(See attachment.)

D. Approval of Appropriation Modifications

It is recommended that the Board approve the appropriation modifications as presented. (See attachment.)

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E. Approval of Appropriation Increases/Decreases

It is recommended that the Board approve the appropriation increases/decreases as presented.

F. Informational Items From the Treasurer

XIV. Report of the Superintendent

A. Certificated Personnel

1. Approval of Substitute Teachers for the 2011-12 School Year

It is recommended that the Board approve the following substitute teachers for the 2011-12 school year, contingent upon receipt of required documentation including, but not limited to satisfactory criminal background checks and a valid Ohio teaching certificate/license.

First Name	Last Name	Cert./License Area	Grades	Status	L
Chelsea	Clarke	Middle Childhood (LA/SS)	4-9	in process	B
Karen	de Saint-Rat	Elementary	1-8	on file	B
Christine	Hartz	General Education	K-12	in process	B
Kathryn	Quaintance	To be determined	K-12	in process	B
Jennifer	Stirnkorb	Middle Childhood (math/sc)	4-9	on file	B
Joshua	Thome	Physical Education/Health	K-12	in process	B
Henry	Ugboaja	To be determined	K-12	in process	B
J.D.	Vonderheide	General Education	K-12	on file	B

2. Acceptance of Resignation of Kramer 4th Grade Teacher for Retirement Purposes

It is recommended that the Board accept the resignation of Karen Ross, Kramer 4th Grade Teacher, effective at the conclusion of the 2011-12 contract year, for retirement purposes. Ms. Ross has been with the district for 30 years. (See attachment.)

B. Classified Personnel

1. Acceptance of Resignation of THS Food Service Worker

It is recommended that the Board accept the resignation of Laverne Eastham, THS Food Service Worker, effective December 12, 2011. (See attachment.)

2. Approval to Rescind Resignation of Bogan Head Secretary

It is recommended that the Board rescind the resignation of Linda Gleason, Bogan Head Secretary. (See attachment.)

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C. Supplemental Personnel

There are no supplemental items at this time.

XV. Old Business

A. Race to the Top Update

B. School Calendar Update

XVI. New Business

XVII. Informational Items from the Superintendent

XVIII. Items From The Board Members

XIX. Future Board Events

February 13 th	Talawanda High School
March 19 th	Talawanda High School
April 16 th	Talawanda High School
May 21 st	Talawanda High School
June 18 th	Talawanda High School
July 16 th	Talawanda High School
August 20 th	Talawanda High School
September 17 th	Talawanda High School
October 15 th	Talawanda High School
November 19 th	Talawanda High School
December 10 th	Talawanda High School

XX. Adjournment

**RULES OF ORDER FOR PUBLIC PARTICIPATION AT
TALAWANDA BOARD OF EDUCATION MEETINGS**

- A. Public participation shall be permitted only as indicated on the order of business in the bylaws of this Board or at the discretion of the presiding officer.
- B. Anyone having a legitimate interest in the actions of the Board may participate during the public portion of a meeting.
- C. Participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, and district residency.
- D. Each statement made by a participant shall be limited to three (3) minutes duration.
- E. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.
- F. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- G. Tape or video recordings are permitted, providing the person operating the recorder has received approval from the superintendent prior to the Board meeting and agrees to the placement of the equipment and to abide by the following conditions:
 - 1. No obstructions are created between the Board and the audience.
 - 2. No interviews are conducted in the meeting room while the Board is in session.
 - 3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.
- H. The presiding officer may:
 - 1. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
 - 2. request any individual to leave the meeting when that person does not observe reasonable decorum;
 - 3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
 - 4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
 - 5. waive these rules.

The length of the public participation portion of the meeting shall be no more than twenty (20) minutes, unless extended by the presiding officer.

