

Harrison Hills City Board of Education

Organizational Meeting Held January 13, 2022

The Harrison Hills City Board of Education held its organizational meeting on January 13, 2022 at 5:15 p.m. in the conference room of Harrison Central in Cadiz, OH. The following members were present: Mr. Watson, Mrs. Kenny, Mrs. Mattern, Mr. Banks and Mrs. Willis. An audio recording of the meeting is on file.

Oath of Office

Mrs. Harding, Treasurer, administered the oath of office for Mr. Watson, Mrs. Kenny and Mrs. Willis.

Call to Order

President Pro-Tem: Mr. Watson, president pro-tempore, led the board in the Pledge of Allegiance and called the meeting to order.

Election of Officers

Mrs. Kenny made the motion to open nominations of president. Mrs. Mattern then nominated Mr. Watson. Mrs. Willis then seconded the nomination. Mr. Banks then made the motion to close nominations. Roll call for the election of Mr. Watson as president: Mrs. Kenny, yes; Mrs. Mattern, yes; Mr. Banks, yes; Mrs. Willis, yes; Mr. Watson, yes. Mr. Watson is named president.

Mr. Watson made the motion to open nominations of vice president. Mrs. Kenny then nominated Mrs. Mattern. Mr. Banks seconded the nomination. Mrs. Willis made the motion to close nominations. Roll call for the election of Mrs. Mattern as vice president: Mrs. Mattern, yes; Mr. Banks, yes; Mrs. Willis, yes; Mr. Watson, yes; Mrs. Kenny, yes. Mrs. Mattern is named vice president.

Administer Oath of Office to President and Vice President

The oath of office was administered by the treasurer to Mr. Watson, president, and Mrs. Mattern, vice president.

Set date, time and place for holding Regular Board Meetings

Mrs. Mattern made the motion, seconded by Mrs. Willis, that the board meetings be held at the administrative office in Cadiz, OH. Meetings should not go beyond 3 hours unless extended by a majority vote. The following dates and times were set:

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<u>Date</u>	<u>Time</u>	<u>Meeting Type</u>
January 27, 2022	6:00 p.m.	Regular
February 24, 2022	6:00 p.m.	Regular
March 31, 2022	6:00 p.m.	Regular
April 28, 2022	6:00 p.m.	Regular
May 19, 2022	6:00 p.m.	Regular
June 30, 2022	6:00 p.m.	Regular
July 28, 2022	6:00 p.m.	Regular
August 25, 2022	6:00 p.m.	Regular
September 29, 2022	6:00 p.m.	Regular
October 27, 2022	6:00 p.m.	Regular
November 17, 2022	6:00 p.m.	Regular
December 15, 2022	6:00 p.m.	Regular

On roll call: Mr. Banks, yes; Mrs. Willis, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mrs. Mattern, yes. The president declared the motion approved.

Establish Service Fund

ORC provides for the setting aside from the general fund a sum not to exceed two dollars per pupil or \$20,000, whichever is greater, into a "Service Fund". The purpose of the service fund is to pay the expenses actually incurred by Board members in the performance of their duties and for in-service training and development (attending workshops, seminars, conferences and conventions) and other expenses in connection with assigned duties as permitted by law. Mrs. Kenny made the motion, seconded by Mrs. Mattern, that the Board of Education will appropriate the sum of \$10,000.00 into the Service Fund for the 2022 calendar year. On roll call vote: Mrs. Willis, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mrs. Mattern, yes; Mr. Banks. The president declared the motion approved.

Participation in District Benefit Program

Mr. Banks made the motion, seconded by Mrs. Kenny, to authorize for each Board Member to participate (at his/her own expense) in the group benefit plans as provided to employees of the district. On roll call vote: Mr. Watson, yes; Mrs. Kenny, yes; Mrs. Mattern, yes; Mr. Banks, yes; Mrs. Willis, yes. The president declared the motion approved.

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Standing Authorization – Treasurer

Mr. Watson made the motion, seconded by Mr. Banks, that the Board authorizes the Treasurer to make payment of invoices and to take advantage of all discounts on a regular basis provided approval of payment has been submitted via SCView. All invoices paid will be presented to the board of education at each regular monthly meeting. On roll call vote: Mrs. Kenny, yes; Mrs. Mattern, yes; Mr. Banks, yes; Mrs. Willis, yes; Mr. Watson, yes. The president declared the motion approved.

Standing Authorization-Treasurer

Mrs. Mattern made the motion, seconded by Mrs. Willis, that the board authorize the Treasurer to invest monies (active, inactive, and interim) at the best available rate(s) in such investments as are permitted by statute and in accordance with Board Policy DFA-R, secure advance payment on tax settlements, borrow funds to meet payroll and accounts payable. On roll call vote: Mrs. Mattern, yes; Mr. Banks, yes; Mrs. Willis, yes; Mr. Watson, yes; Mrs. Kenny, yes. The president declared the motion approved.

Standing Authorization-Superintendent

Mrs. Kenny made the motion, seconded by Mr. Banks, that the Board authorize the Superintendent to employ personnel necessary to fill vacancies, to serve as purchasing agent for the district, and to perform other ministerial duties on behalf of the Board of Education as are necessary for the operation of the schools by acting in the capacity of chief administrative officer of the district. On roll call vote: Mr. Banks, yes; Mrs. Willis, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mrs. Mattern. The president declared the motion approved.

Spending to serve public purpose

Mr. Watson made the motion, seconded by Mrs. Kenny, to permit the Superintendent, at the discretion of the Board, to honor its employees and non-employees with plaques, pins, and other tokens of appreciation to include meals, refreshments or other amenities which further the interest of the District. On roll call vote: Mrs. Willis, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mrs. Mattern, yes Mr. Banks, yes. The president declared the motion approved.

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Authorize Superintendent

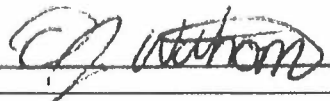
Mrs. Mattern made the motion, seconded by Mrs. Willis, to authorize Dana Snider, Superintendent, to accept/reject resignations on behalf of the board of Education. (All decisions will be shared with the board of Education) On roll call vote: Mr. Watson, yes; Mrs. Kenny, yes; Mrs. Mattern, yes; Mr. Banks, yes; Mrs. Willis, yes. The president declared the motion approved.

Authorize Superintendent

Mrs. Kenny made the motion, seconded by Mrs. Mattern, to authorize Dana Snider, Superintendent, to approve/disapprove all Use of Facilities prior to the Board of Education meeting if necessary. (All decisions will be shared with the Board of Education). On roll call vote: Mrs. Kenny, yes; Mrs. Mattern, yes; Mr. Banks, yes; Mrs. Willis, yes; Mr. Watson, yes. The president declared the motion approved.

Adjourn

Mr. Watson made the motion, seconded by Mrs. Kenny, that the organizational meeting of the board of education be adjourned. On roll vote: Mrs. Mattern, yes; Mr. Banks, yes; Mrs. Willis, yes; Mr. Watson, yes; Mrs. Kenny, yes. The president declared the meeting adjourned.



Approve



Attest