

# Harrison Hills City Board of Education

Organizational Meeting Held January 8, 2020

The Harrison Hills City Board of Education held its organizational meeting on January 8, 2020 at 6:00 p.m. at the administrative office in Cadiz, OH. The following members were present: Mrs. Kenny, Mr. Allen, Mrs. Mattern, Mr. Watson and Mr. Banks. An audio recording is on file.

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

## Oath of Office

Mrs. Harding, Treasurer, administered the oath of office for Mr. Banks and Mrs. Mattern.

## Election of Officers

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

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

## Set date, time and place for holding Regular Board Meetings

Mr. Allen made the motion, seconded by Mrs. Kenny, 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 30, 2020	6:00 p.m.	Regular
February 27, 2020	6:00 p.m.	Regular
March 26, 2020	6:00 p.m.	Regular
April 30, 2020	7:00 p.m.	Regular
May 28, 2020	7:00 p.m.	Regular
June 26, 2020	7:00 p.m.	Regular
July 30, 2020	7:00 p.m.	Regular
August 27, 2020	7:00 p.m.	Regular
September 24, 2020	7:00 p.m.	Regular
October 29, 2020	6:00 p.m.	Regular
November 19, 2020	6:00 p.m.	Regular
December 17, 2020	6:00 p.m.	Regular

corrected  
1/30/20  
BOARD meeting  
June 25

On roll call: Mr. Watson, yes; Mr. Banks, yes; Mrs. Kenny, yes; Mr. Allen, 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 inservice training and development (attending workshops, seminars, conferences and conventions) and other expenses in connection with assigned duties as permitted by law.

Mr. Allen 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 2020 calendar year. On roll call vote: Mr. Banks, yes; Mrs. Kenny, yes; Mr. Allen, yes; Mrs. Mattern, yes; Mr. Watson, yes. The president declared the motion approved.

**Securing Performance Bonds**

Mrs. Mattern made the motion, seconded by Mrs. Kenny, that the board secure performance bonds for the Board President and Superintendent in the amount of \$50,000 per position. On roll call vote: Mrs. Kenny, yes; Mr. Allen, yes; Mrs. Mattern, yes; Mr. Watson, yes; Mr. Banks, yes. The president declared the motion approved.

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## **Participation in District Benefit Program**

Mrs. Kenny made the motion, seconded by Mr. Allen, 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. Allen, yes; Mrs. Mattern, yes; Mr. Watson, yes; Mr. Banks, yes; Mrs. Kenny, yes. The president declared the motion approved.

## **Standing Authorization – Treasurer**

Mr. Allen made the motion, seconded by Mrs. Mattern, that the board authorize 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. Mattern, yes; Mr. Watson, yes; Mr. Banks, yes; Mrs. Kenny, yes; Mr. Allen, yes. The president declared the motion approved.

## **Standing Authorization-Treasurer**

Mrs. Mattern made the motion, seconded by Mr. Banks, 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: Mr. Watson, yes; Mr. Banks, yes; Mrs. Kenny, yes; Mr. Allen, yes; Mrs. Mattern. The president declared the motion approved.

## **Standing Authorization-Superintendent**

Mr. Allen 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. Kenny, yes; Mr. Allen, yes; Mrs. Mattern, yes; Mr. Watson, yes. The president declared the motion approved.

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### **Spending to serve public purpose**

Mr. Allen 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. Kenny, yes; Mr. Allen, yes; Mrs. Mattern; Mr. Watson, yes; Mr. Banks, yes. The president declared the motion approved.

### **Adoption of the Annual Budget Request for FY2021**

Mrs. Mattern made the motion, seconded by Mr. Allen, that upon the recommendation of the Treasurer and Superintendent that the Board of Education approve/adopt the proposed Annual Tax Budget (asking budget) for FY2021 (as presented at the Budget Hearing on January 10), send it to the county auditor and authorize its submission to the Harrison County Budget Commission for the fiscal year commencing July 1, 2020.

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

### **Authorize Superintendent**

Mrs. Kenny made the motion, seconded by Mr. Banks, 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: Mrs. Mattern, yes; Mr. Watson, yes; Mr. Banks, yes; Mrs. Kenny, yes; Mr. Allen. The president declared the motion approved.

### **Authorize Superintendent**

Mr. Banks made the motion, seconded by Mr. Allen, 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: Mr. Watson, yes; Mr. Banks, yes; Mrs. Kenny, yes; Mr. Allen, yes; Mrs. Mattern. The president declared the motion approved.

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## JVS Appointment

Mrs. Kenny made the motion, seconded by Mr. Watson to approve the following resolution:

1. WHEREAS Belmont-Harrison Joint Vocational School District (“JVSD”) has a vacancy on its board;
2. WHEREAS Harrison Hills City School District is a member of the Belmont-Harrison JVSD and is authorized by the Belmont-Harrison JVSD “plan” on file with the State Board of Education to appoint an individual (“Appointee”) to fill the vacancy;
3. WHEREAS Harrison Hills City School District has reviewed the statutory requirements for making the appointment, including those in O.R.C. §3311.19 and its requirements that JVSD Board members either be a current elected board member of a school district board that is a member of the JVSD, or an individual who has experience or knowledge regarding the labor needs of the state, with an understanding of the skills, training, and education needed for current and future employment opportunities in the state;
4. WHEREAS Harrison Hills City School District has performed and documented its due diligence in considering whether the Appointee meets either of these legal requirements to serve as a JVSD Board member under O.R.C. §3311.19;
5. WHEREAS Harrison Hills City School District is party to a Memorandum of Understanding (“MOU”) with Belmont-Harrison JVSD and the other school districts that make up the JVSD, and this appointment is in keeping with the terms of the MOU;
6. NOW THEREFORE BE IT RESOLVED that Harrison Hills City School District appoints Melvin Allen to the Belmont-Harrison JVSD Board of Education for a three-year term of office to commence on January 1, 2020 and expire on January 1, 2023.

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

### Adjourn

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

  
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Approved

  
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Attest